

Costing Center Summary

Costing Center: ENGINEERING SERVICES

Previous Costing Center: ENGINEERING
SERVICES

Division: TRANSPORTATION
SERVICES

Department: ENGINEERING
SERVICES

Stage: Council Review

Budget Year: 2012

Accounting Reference: 0132

Approved: No

Manager: Ian Christiansen 729-
2217

Description:

This cost center captures all costs associated with operating the Engineering Section of Development Services. The majority of the costs are payroll and vehicle expenses. Payroll expenses are somewhat offset by internal recoveries from the water and sewer utility for engineering services provided to the Utility.

The full time headcount for this department is 16
General Manager of Corporate Services
Director of Engineering Services
Deputy Director of Engineering Services
Manager of Engineering Services
Chargehand
11 Engineering Technicians

In additions, the departments hires seasonal positions.

Comments:

The 2012 budget has a significant increase in consulting fees. Included in 2012 is a review to determine and make recommendations on the required long term flood protection improvements (\$100,000). Also included is \$150,000 for the Black Property Development report.

Outlook:

This is a true operating account designed to cover payroll and related engineering expenses for the City which leads to limited long range change.

Costing Center Summary

Costing Center: ENGINEERING SERVICES

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
43640	PROV. GRANT-IN-AID	Unchanged	0.00 %	80,000	80,000
44500	FEDERAL GOV'T	Increased	1.10 %	2,240,995	2,265,632
45001	DRIVEWAY APPROACH	Increased	10.00 %	10,000	11,000
45002	CROSSING PERMIT	Unchanged	0.00 %	15,000	15,000
45251	FOOTING & GRADING	Increased	20.00 %	10,000	12,000
45367	DEVELOPMENT AGREEMENTS	Unchanged	0.00 %	3,000	3,000
Total Revenues:				2,358,995	2,386,632
Expenditures					
10300	CAPITAL PROJECTS	New this year		0	352,000
51083	REGULAR SALARIES	Increased	23.58 %	575,911	711,728
51084	OVERTIME SALARIES	Unchanged	0.00 %	8,750	8,750
51122	BOOT ALLOWANCE	New this year		0	600
51141	TRAINING & DEVELOPMENT	Decreased	13.04 %	4,600	4,000
52015	CONTRACTS	Decreased	30.56 %	36,000	25,000
52019	CONSULTING FEES	Increased	57.14 %	35,000	55,000
52020	PROFESSIONAL FEES	New this year		0	2,000
52028	FIRE INSURANCE	New this year		0	60
52069	PRINTING COSTS	New this year		0	3,200
53130	TELEPHONE REGULAR	Decreased	67.09 %	12,750	4,196
53445	CELLULAR TELEPHONE	Decreased	22.22 %	18,000	14,000
54021	FREIGHT	Decreased	64.71 %	850	300
54062	LIABILITY CLAIMS	Not used this year		10,000	0
54099	PARTS AND MATERIALS	Decreased	30.77 %	26,000	18,000
54103	GASOLINE #2	New this year		0	19,647
54410	EQUIPMENT PURCHASES	New this year		0	50,000
58520	CAPITAL DEVELOPMENT B/L	Decreased	75.00 %	200,000	50,000
58522	STORM SEWERS B/L 3835	Decreased	17.81 %	365,000	300,000
58523	DIKING/FLOOD CONTROL B/L	Decreased	50.00 %	200,000	100,000
58531	8TH STR BRIDGE B/L 6661	Increased	2.03 %	75,000	76,520
58559	GENERAL GAS TAX RESERVE	Increased	1.10 %	2,240,995	2,265,632
59003	ADVERTISING	Unchanged	0.00 %	3,100	3,100
59048	LUNCHEONS	Decreased	35.14 %	1,850	1,200
59059	MEMBERSHIP	Increased	1,621.62 %	3,700	63,700
59080	INTERNAL EQUIPMENT	Decreased	34.29 %	73,600	48,364
59138	BUSINESS TRAVEL - MILEAGE	Decreased	69.70 %	8,250	2,500
59139	CONFERENCE COSTS	Decreased	52.38 %	10,500	5,000
59997	RECOVERIES INTERNAL	Unchanged	0.00 %	(25,000)	(25,000)
Total Expenditures:				3,884,856	4,159,497

Costing Center Summary

Costing Center: ENGINEERING SERVICES

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Conditional Government Transfers				
43640 PROV. GRANT-IN-AID	53,218	80,000	80,000	80,000
43660 PROVINCIAL OTHER	16,815	0	0	0
44500 FEDERAL GOV'T	2,265,632	2,265,632	2,265,632	2,265,632
Conditional Government Transfers Total	2,335,665	2,345,632	2,345,632	2,345,632
Other Income				
45999 REVENUE	4,861	1,207	0	0
Other Income Total	4,861	1,207	0	0
Permits, Licenses and Fines				
45001 DRIVEWAY APPROACH PERMIT	13,660	10,000	11,000	11,000
45002 CROSSING PERMIT	19,080	15,000	15,000	15,000
45251 FOOTING & GRADING	15,150	11,280	12,000	12,000
Permits, Licenses and Fines Total	47,890	36,280	38,000	38,000
User Fees and Sales of Goods				
45348 MAP AND ATLAS REVENUES	9	0	0	0
45367 DEVELOPMENT AGREEMENTS	5,990	3,865	3,000	3,000
User Fees and Sales of Goods Total	5,999	3,865	3,000	3,000
	2,394,415	2,386,984	2,386,632	2,386,632
			(0.01%)	0.00%
Expenditures				
Benefits				
51038 MEDICAL INSURANCE	50	0	0	0
51122 BOOT ALLOWANCE	1,045	0	600	600
Benefits Total	1,095	0	600	600
Capital Contribution				
10300 CAPITAL PROJECTS	17,627	0	352,000	0
Capital Contribution Total	17,627	0	352,000	0
Contract Services				
52015 CONTRACTS	540	36,000	25,000	25,000
52019 CONSULTING FEES	16,632	100,000	55,000	75,000
52020 PROFESSIONAL FEES	1,869	2,200	2,000	2,000
52028 FIRE INSURANCE	0	0	60	61
52069 PRINTING COSTS	147	3,200	3,200	3,200
52692 FLOOD EXTERNAL EQUIPMENT	0	65,493	0	0
52759 SECURITY	62	0	0	0
Contract Services Total	19,250	206,893	85,260	105,261
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	11,729	50,000	0
54492 WORK ORDER EQUIPMENT PURCHASES	11,006	0	0	0
Equipment Purchases Total	11,006	11,729	50,000	0
Materials and Supplies				
54021 FREIGHT	238	850	300	300

Costing Center Summary

Costing Center: ENGINEERING SERVICES

		2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
54062	LIABILITY CLAIMS	0	10,000	0	10,000
54099	PARTS AND MATERIALS	34,766	20,000	18,000	21,000
54103	GASOLINE #2	0	19,700	19,647	19,647
54257	WORK ORDER PARTS & MATERIALS	592	0	0	0
54693	FLOOD PARTS & MATERIALS	0	97,831	0	0
Materials and Supplies Total		35,597	148,381	37,947	50,947
Other					
51141	TRAINING & DEVELOPMENT COSTS	6,754	7,700	4,000	4,000
59003	ADVERTISING	9,793	3,100	3,100	3,100
59014	WORK ORDERS	0	0	0	0
59048	LUNCHEONS	993	1,850	1,200	1,200
59059	MEMBERSHIP	3,973	3,700	63,700	3,700
59080	INTERNAL EQUIPMENT RENTAL	53,546	51,114	48,364	48,364
59098	SUBSCRIPTIONS	830	0	0	0
59138	BUSINESS TRAVEL - MILEAGE	2,725	4,250	2,500	2,500
59139	CONFERENCE COSTS	485	10,500	5,000	5,000
59241	SPECIAL PROGRAMS	68,145	22,252	0	0
Other Total		147,244	104,466	127,864	67,864
Reserve Appropriation					
58520	CAPITAL DEVELOPMENT B/L 4976	216,815	200,000	50,000	200,000
58522	STORM SEWERS B/L 3835	1,021,104	365,000	300,000	500,000
58523	DIKING/FLOOD CONTROL B/L 4923	0	200,000	100,000	200,000
58531	8TH STR BRIDGE B/L 6661	75,000	75,000	76,520	76,520
58559	GENERAL GAS TAX RESERVE	2,265,632	2,265,632	2,265,632	2,265,632
Reserve Appropriation Total		3,578,551	3,105,632	2,792,152	3,242,152
Salaries and Wages					
51083	REGULAR SALARIES	517,660	735,911	711,728	727,304
51084	OVERTIME SALARIES	2,677	8,750	8,750	8,750
51085	SICK PAY	0	0	0	0
51086	STATUTORY HOLIDAY PAY	0	0	0	0
51087	VACATION PAY	0	0	0	0
51202	COMPASSIONATE PAY	0	0	0	0
51231	WORK ORDER SALARIES	9,293	0	0	0
51350	BANK TIME EARNED	0	0	0	0
51697	FLOOD REGULAR SALARIES	0	119,586	0	0
51698	FLOOD OVERTIME	0	164,452	0	0
Salaries and Wages Total		529,630	1,028,699	720,478	736,054
Transfers to/from Internal Accounts					
51997	RECOVERIES INTERNAL	0	0	0	0
59997	RECOVERIES INTERNAL	(273,414)	(25,000)	(25,000)	(25,000)
Transfers to/from Internal Accounts Total		(273,414)	(25,000)	(25,000)	(25,000)
Utilities					
53130	TELEPHONE REGULAR	12,640	12,750	4,196	4,196
		4,091,645	4,607,550	4,159,497	4,196,074
				(9.72%)	0.88%

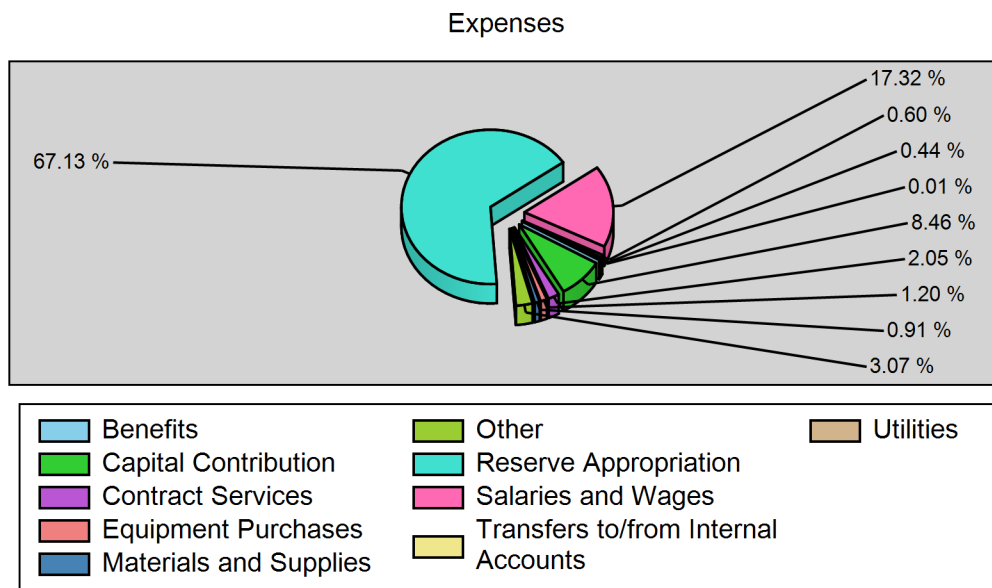
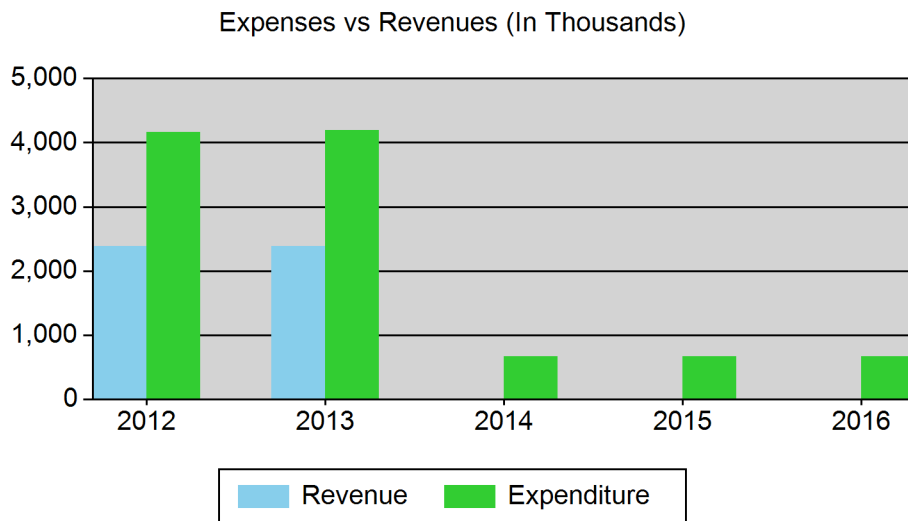
Costing Center Summary

Costing Center: *ENGINEERING SERVICES*

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
53445 CELLULAR TELEPHONE	12,419	14,000	14,000	14,000
Utilities Total	25,059	26,750	18,196	18,196
	4,091,645	4,607,550	4,159,497	4,196,074
			(9.72%)	0.88%
Net Total	(1,697,230)	(2,220,566)	(1,772,865)	(1,809,442)

Costing Center Summary

Costing Center: ENGINEERING SERVICES



Costing Center Summary

Costing Center: GENERAL RECONSTRUCTION PROJECT

Previous Costing Center: GENERAL
RECONSTRUCTION
PROJECT

Division: TRANSPORTATION
SERVICES

Department: ENGINEERING
SERVICES

Stage: Council Review

Budget Year: 2012

Accounting Reference: 3957

Approved: No

Manager: Ian Christiansen 729-
2217

Description:

This cost center is the source of funds for all of the reconstruction work done on streets and roads. The funds are all generated by Property Taxes and do not include Utility or Grant revenue. The reconstruction work consists of larger scale work where complete blocks are reconstructed.

Comments:

A large portion of the programming developed through the asset management system will be funded through this costing center.

Outlook:

As the Asset Management System is further developed and advanced this funding source will gain in significance as well as size.

Costing Center Summary

Costing Center: GENERAL RECONSTRUCTION PROJECT

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
10300	CAPITAL PROJECTS	Unchanged	0.00 %	1,110,000	1,110,000
59997	RECOVERIES INTERNAL	Unchanged	0.00 %	(785,000)	(785,000)
Total Expenditures:				325,000	325,000

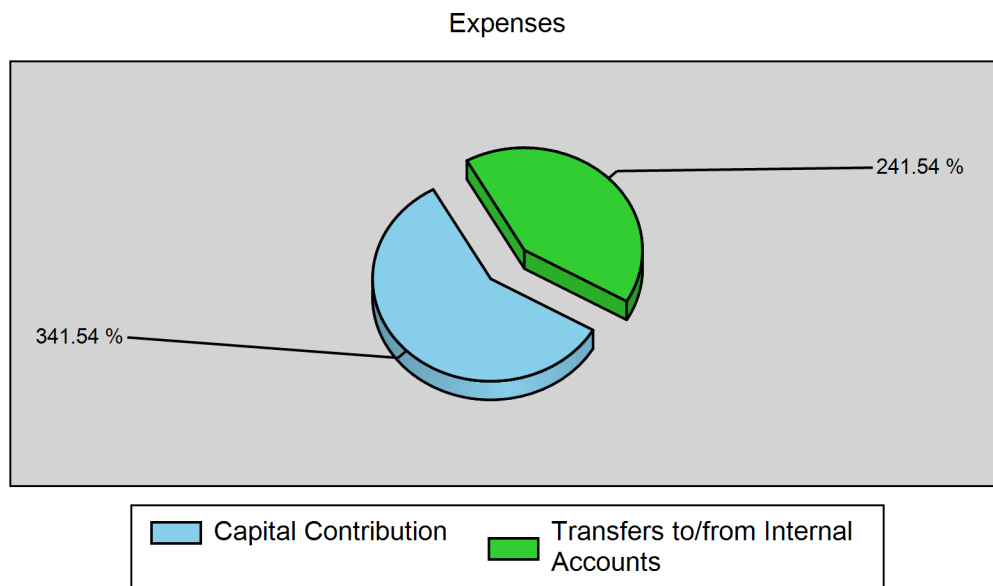
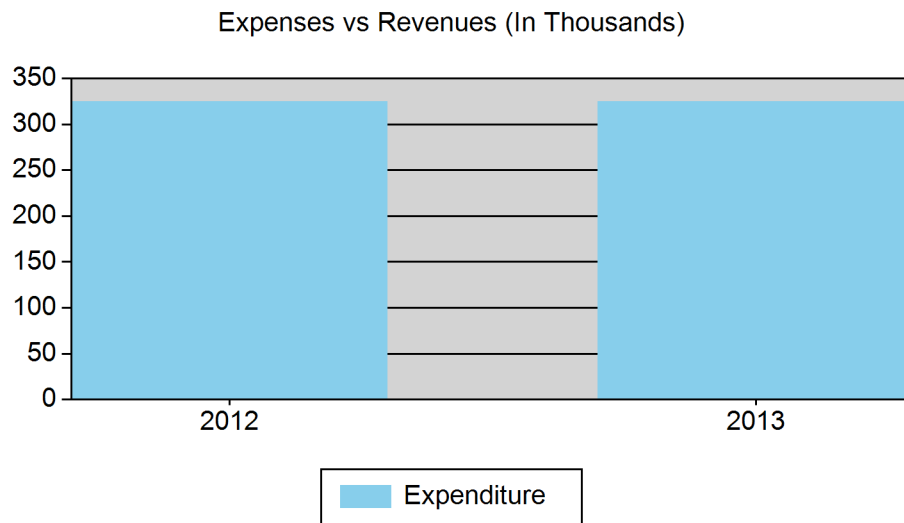
Costing Center Summary

Costing Center: GENERAL RECONSTRUCTION PROJECT

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Capital Contribution				
10300 CAPITAL PROJECTS	437,292	0	1,110,000	1,110,000
10370 PROJECT RECOVERIES	0	0	0	0
Capital Contribution Total	437,292	0	1,110,000	1,110,000
Transfers to/from Internal Accounts				
59997 RECOVERIES INTERNAL	0	0	(785,000)	(785,000)
Transfers to/from Internal Accounts Total	0	0	(785,000)	(785,000)
Uncategorized Expenses				
10997 RECOVERIES INTERNAL	(112,330)	0	0	0
Uncategorized Expenses Total	(112,330)	0	0	0
	324,962	0	325,000	325,000
			100.00%	0.00%
Net Total	(324,962)	0	(325,000)	(325,000)

Costing Center Summary

Costing Center: GENERAL RECONSTRUCTION PROJECT



Costing Center Summary

Costing Center: PARKING LOTS

Previous Costing Center: PARKING LOTS

Division: TRANSPORTATION
SERVICES

Department: ENGINEERING
SERVICES

Stage: Council Review

Budget Year: 2012

Accounting Reference: 1056

Approved: No

Manager: Ian Christiansen 729-
2217

Description:

This cost center reflects the revenues (net of GST and bank charges) from parking lot meters and monthly rentals at the City owned parking lots in the downtown area.

Comments:

Operating expenses for the parking lots are included in the Operations Budget.

Outlook:

The City is not looking to increase or decrease parking in the downtown area and therefore little to no change is forecast.

Costing Center Summary

Costing Center: PARKING LOTS

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
42242	7TH ST-000 BLK-METERED	Unchanged	0.00 %	1,100	1,100
42687	PARKING STALLS	Unchanged	0.00 %	48,633	48,633
Total Revenues:				49,733	49,733
Expenditures					
51083	REGULAR SALARIES	Decreased	77.96 %	4,538	1,000
53046	POWER	Unchanged	0.00 %	1,597	1,597
54099	PARTS AND MATERIALS	Unchanged	0.00 %	650	650
59080	INTERNAL EQUIPMENT	Not used this year		7,050	0
Total Expenditures:				13,835	3,247

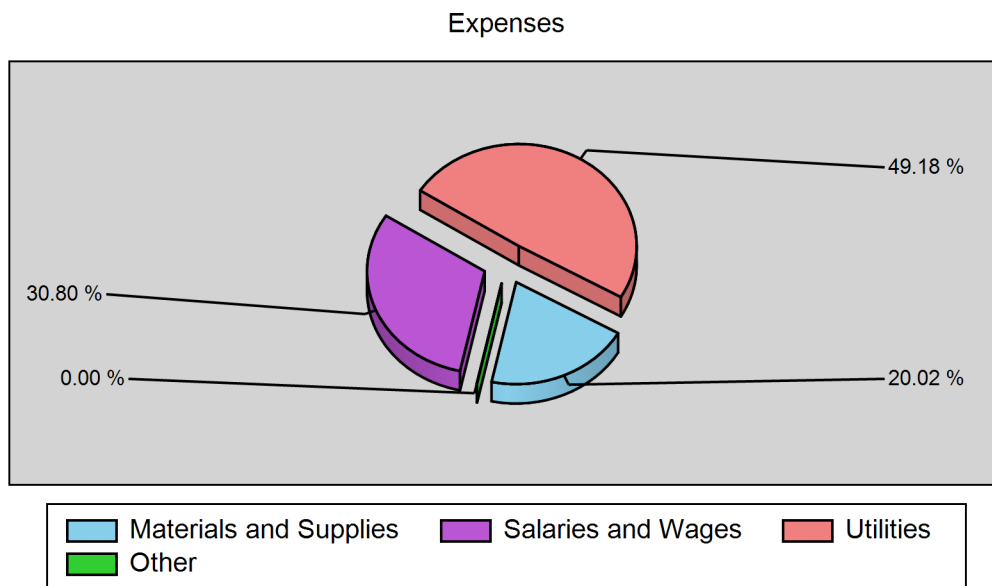
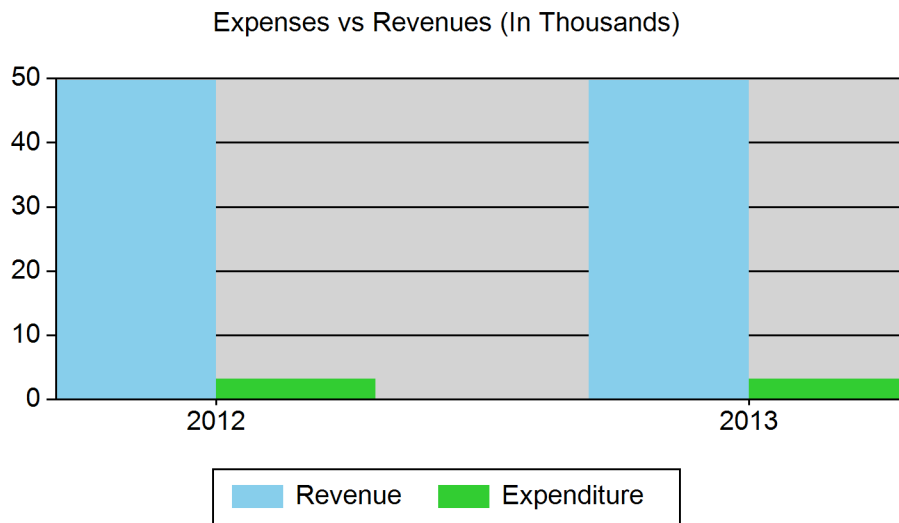
Costing Center Summary

Costing Center: PARKING LOTS

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
User Fees and Sales of Goods				
42232 PRINCE EDWARD - METERED	224	0	0	0
42242 7TH ST-000 BLK-METERED	998	2,100	1,100	1,100
42687 PARKING STALLS	53,295	48,633	48,633	48,633
User Fees and Sales of Goods Total	54,516	50,733	49,733	49,733
	54,516	50,733	49,733	49,733
			(1.97%)	0.00%
Expenditures				
Materials and Supplies				
54099 PARTS AND MATERIALS	0	650	650	650
Materials and Supplies Total	0	650	650	650
Other				
59014 WORK ORDERS	1,205	0	0	0
59080 INTERNAL EQUIPMENT RENTAL	2,475	0	0	0
Other Total	3,680	0	0	0
Salaries and Wages				
51083 REGULAR SALARIES	207	4,538	1,000	1,000
51084 OVERTIME SALARIES	114	0	0	0
51350 BANK TIME EARNED	115	0	0	0
Salaries and Wages Total	436	4,538	1,000	1,000
Utilities				
53046 POWER	1,794	1,597	1,597	1,597
Utilities Total	1,794	1,597	1,597	1,597
	5,910	6,785	3,247	3,247
			(52.14%)	0.00%
Net Total	48,606	43,948	46,486	46,486

Costing Center Summary

Costing Center: PARKING LOTS



Costing Center Summary

Costing Center: SIDEWALK & CURB PROJECTS

Previous Costing Center: SIDEWALK & CURB
PROJECTS

Division: TRANSPORTATION
SERVICES

Department: ENGINEERING
SERVICES

Stage: Council Review

Budget Year: 2012

Accounting Reference: 2482

Approved: No

Manager: Ian Christiansen 729-
2217

Description:

This costing center captures the costs associated with replacing various curbs and sidewalks in conjunction with the street resurfacing program, as well as for the installation of new sidewalks with funding from the Gas tax Reserve.

Collector and arterial streets are required to have sidewalks on both sides by modern development standards, however this is not always the case. This account allows for the infill of missing sidewalks on collector and arterial streets.

Comments:

Funding levels for 2012 allow for nominal increases which are offset by gas tax funding. The net expense in this account has remained the same since 2005 therefore any increase in programming over the \$150,000, the 2005 funding level, has been paid with Gas Tax Revenue funds.

Outlook:

The continuation of the Gas Tax Revenue in the future will continue to fund the construction of missing sidewalks.

Costing Center Summary

Costing Center: SIDEWALK & CURB PROJECTS

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
52015	CONTRACTS	Increased	33.98 %	490,000	656,500
59997	RECOVERIES INTERNAL	Unchanged	0.00 %	(340,000)	(340,000)
Total Expenditures:				150,000	316,500

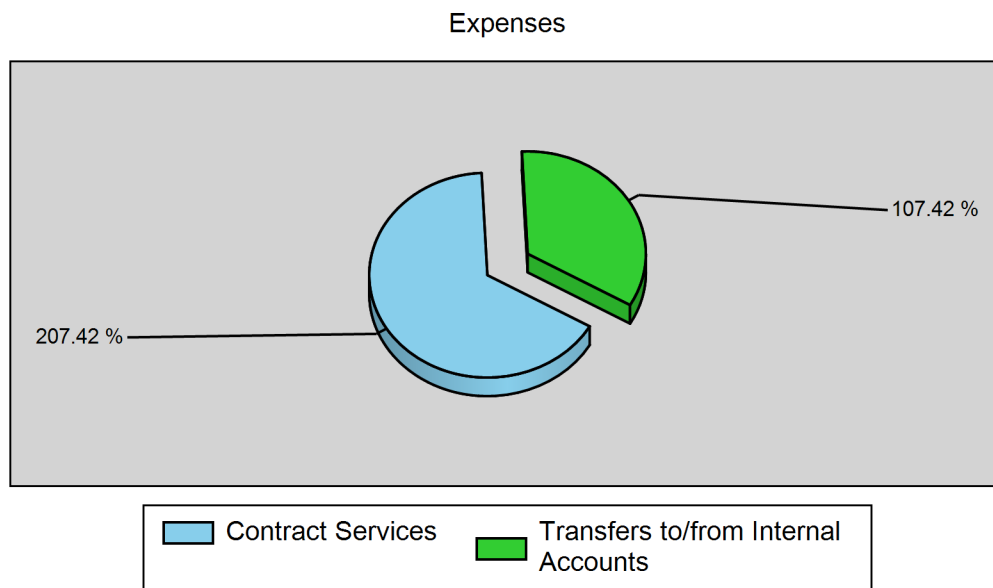
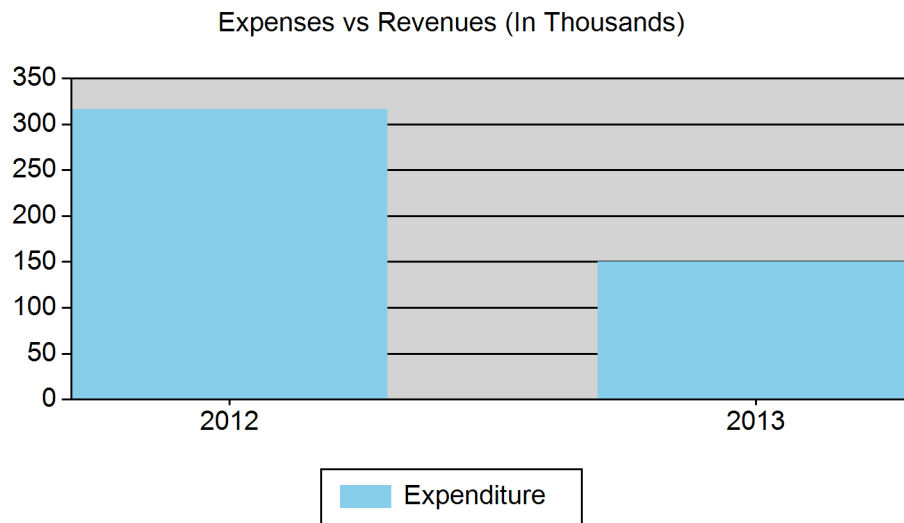
Costing Center Summary

Costing Center: SIDEWALK & CURB PROJECTS

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52015 CONTRACTS	236,349	423,000	656,500	490,000
Contract Services Total	236,349	423,000	656,500	490,000
Materials and Supplies				
54099 PARTS AND MATERIALS	2,139	0	0	0
Materials and Supplies Total	2,139	0	0	0
Salaries and Wages				
51083 REGULAR SALARIES	12,105	0	0	0
51084 OVERTIME SALARIES	8,873	0	0	0
Salaries and Wages Total	20,978	0	0	0
Transfers to/from Internal Accounts				
59997 RECOVERIES INTERNAL	(109,667)	(273,000)	(340,000)	(340,000)
Transfers to/from Internal Accounts Total	(109,667)	(273,000)	(340,000)	(340,000)
	149,800	150,000	316,500	150,000
			111.00%	(52.61%)
Net Total	(149,800)	(150,000)	(316,500)	(150,000)

Costing Center Summary

Costing Center: SIDEWALK & CURB PROJECTS



Costing Center Summary

Costing Center: STREET RESURFACING PROJECTS

Previous Costing Center: STREET RESURFACING
PROJECTS

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 2481

Department: ENGINEERING
SERVICES

Approved: No

Stage: Council Review

Manager: Ian Christiansen 729-
2217

Description:

This cost center captures the costs associated with refurbishing street surfaces.

Comments:

Typical resurfacing methods include a combination of asphalt grinding and overlay, asphalt repair and chip seal.

Funding levels for 2012 allow for nominal increases which are offset by gas tax funding. The net expense in this account has remained the same since 2005 therefore any increase in programming over the \$900,000, the 2005 funding level, has been paid with Gas Tax Revenue funds.

Outlook:

Programming is prioritized with other Gas Tax funded projects contained in the capital plan.

Costing Center Summary

Costing Center: STREET RESURFACING PROJECTS

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
52015	CONTRACTS	Increased	11.10 %	1,500,000	1,666,500
59997	RECOVERIES INTERNAL	Unchanged	0.00 %	(600,000)	(600,000)
Total Expenditures:				900,000	1,066,500

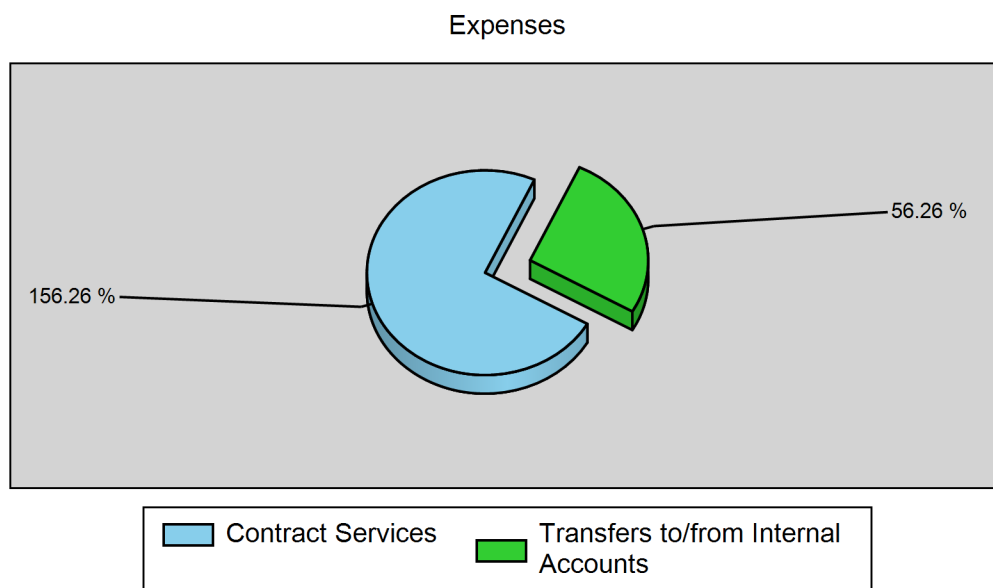
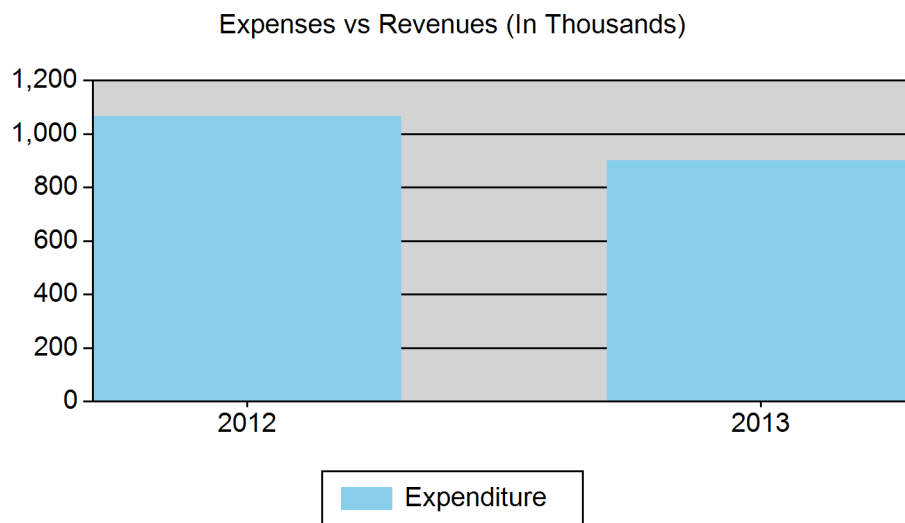
Costing Center Summary

Costing Center: STREET RESURFACING PROJECTS

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52015 CONTRACTS	2,073,813	2,135,000	1,666,500	1,500,000
52262 STREET RESURFACING	0	0	0	0
Contract Services Total	2,073,813	2,135,000	1,666,500	1,500,000
Materials and Supplies				
54099 PARTS AND MATERIALS	5,449	0	0	0
Materials and Supplies Total	5,449	0	0	0
Salaries and Wages				
51083 REGULAR SALARIES	13,510	0	0	0
51084 OVERTIME SALARIES	8,675	0	0	0
Salaries and Wages Total	22,184	0	0	0
Transfers to/from Internal Accounts				
59997 RECOVERIES INTERNAL	(1,200,651)	(910,000)	(600,000)	(600,000)
Transfers to/from Internal Accounts Total	(1,200,651)	(910,000)	(600,000)	(600,000)
	900,795	1,225,000	1,066,500	900,000
			(12.94%)	(15.61%)
Net Total	(900,795)	(1,225,000)	(1,066,500)	(900,000)

Costing Center Summary

Costing Center: STREET RESURFACING PROJECTS



Costing Center Summary

Costing Center: ENVIRONMENTAL INITIATIVES

Previous Costing Center: ENVIRONMENTAL
INITIATIVES

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0143

Department: OPERATIONS ADMIN

Approved: No

Stage: Council Review

Manager: Rod Sage 729-2247

Description:

This cost center is used to fund environmental initiatives in order to help address issues such as climate change and sustainable environments.

The full time staff compliment for this department is 1, the Environmental Initiatives Manager.

Comments:

These funds will be used to support the Environmental Plan as adopted by City Council in October of 2007. Included are funding for the Strategic Plan, the Environmental Committee, the Green Guide, as well as salary and benefits for the Environmental Initiatives Manager.

The 2012 increase in salaries reflect a new staff position. A term position will be created in April 2012 and run for approximately two years. This position was previously funded via the Community Led Emissions Reduction (CLER) program. This new position will provide succession planning for when the Environmental Initiatives Manager retires.

Outlook:

The area of Environmental Initiatives will only continue to expand and take on new roles as society becomes more aware of changes to help protect our environment. The City of Brandon is well recognized for taking on new ideas to help our environment and will continue to be environmental stewards for the citizens of Brandon.

Costing Center Summary

Costing Center: ENVIRONMENTAL INITIATIVES

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	63.57 %	79,735	130,426
51084	OVERTIME SALARIES	New this year		0	5,500
52015	CONTRACTS	New this year		0	5,000
52069	PRINTING COSTS	Decreased	97.14 %	35,000	1,000
54099	PARTS AND MATERIALS	New this year		0	10,000
59003	ADVERTISING	New this year		0	4,000
59048	LUNCHEONS	New this year		0	500
59139	CONFERENCE COSTS	New this year		0	5,500
Total Expenditures:				114,735	161,926

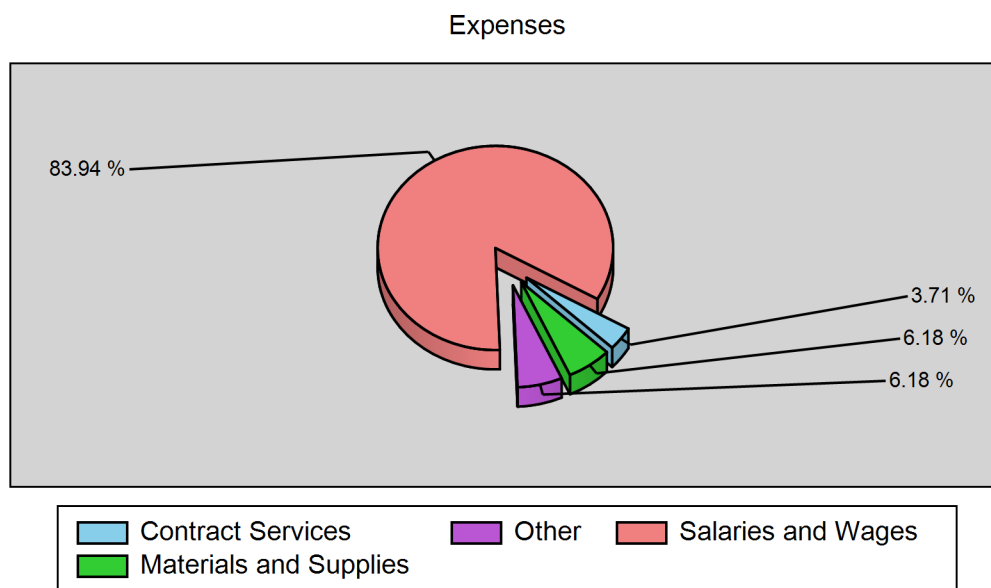
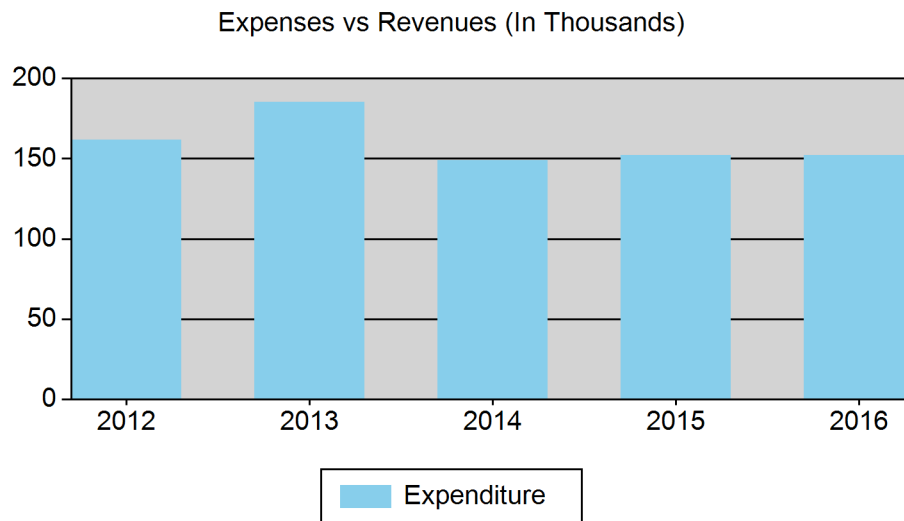
Costing Center Summary

Costing Center: ENVIRONMENTAL INITIATIVES

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Conditional Government Transfers				
43510 PROVINCIAL GOV'T	1,105,043	0	0	0
49388 ORGANIZATIONS/FOUNDATIONS	7,372	0	0	0
Conditional Government Transfers Total	1,112,415	0	0	0
	1,112,415	0	0	0
			0.00%	0.00%
Expenditures				
Contract Services				
52015 CONTRACTS	1,105,043	5,000	5,000	5,000
52019 CONSULTING FEES	(1,000)	0	0	0
52069 PRINTING COSTS	0	1,000	1,000	1,000
Contract Services Total	1,104,043	6,000	6,000	6,000
Materials and Supplies				
54099 PARTS AND MATERIALS	7,144	13,500	10,000	14,000
Materials and Supplies Total	7,144	13,500	10,000	14,000
Other				
59003 ADVERTISING	10,345	5,000	4,000	5,000
59048 LUNCHEONS	95	500	500	500
59139 CONFERENCE COSTS	4,662	5,000	5,500	5,500
Other Total	15,102	10,500	10,000	11,000
Salaries and Wages				
51083 REGULAR SALARIES	73,052	79,735	130,426	148,921
51084 OVERTIME SALARIES	0	5,000	5,500	5,500
Salaries and Wages Total	73,052	84,735	135,926	154,421
	1,199,340	114,735	161,926	185,421
			41.13%	14.51%
Net Total	(86,926)	(114,735)	(161,926)	(185,421)

Costing Center Summary

Costing Center: ENVIRONMENTAL INITIATIVES



Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION

Previous Costing Center: OPERATIONAL
SERVICES DIVISION
ADMINISTRATION

Division: TRANSPORTATION
SERVICES

Department: OPERATIONS ADMIN

Stage: Council Review

Budget Year: 2012

Accounting Reference: 0142

Approved: No

Manager: Rod Sage 729-2247

Description:

This cost center is for the administrative costs associated with the Civic Services Complex.

The full time staff compliment for this department is 11.

General Manager of Operational Services

Director of Transportation Services

Director of Public Works

Director of Community Services

Finance Supervisor Operations

Infrastructure Asset Management Coordinator

Five Clerical Administration staff.

This cost center also includes the incidental costs associated with operating the Civic Services Building office and the training and conference costs related to the general administration staff.

Comments:

The Operational Services Division is under the direction of the General Manager of Operations, who reports directly to the City Manager. Operational Services consists of three Department Heads which includes Transportation Services, Public Works, and Community Services. Support for this area is provided by the Finance Supervisor - Operations.

Director positions have all been structured to reflect true cohesive Departments within the Operations Division. The Financial Supervisor - Operations is part of this Costing Center and is responsible for supporting and maintaining the financial management, financial controls, and planning activities for the Operational Services Division. This position involves a high degree of business interaction and customer contact as well as the need to continually improve the quality of the financial reporting to enhance business insights and make value-adding business decisions.

The Infrastructure Asset Management Coordinator will be responsible for the development, maintenance and enhancement of the Operational Services Division Asset Management Program.

The 2012 budget includes a request for a new position, a Finance Clerk.

Outlook:

Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION

Emphasis will be placed on policy reviews for each Departments responsibility to ensure financial responsibilities are maintained. Greater financial controls will be enhanced by the Finance Supervisor - Operations, and Infrastructure will become categorized with the implementation of the Asset Management program. Training will be required in all areas to ensure a high level of knowledge is acquired for the success of these initiatives.

Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Decreased	4.06 %	571,957	548,719
51141	TRAINING & DEVELOPMENT	Increased	200.00 %	1,000	3,000
52015	CONTRACTS	New this year		0	1,000
52029	LIABILITY INSURANCE	New this year		0	10,317
52069	PRINTING COSTS	Unchanged	0.00 %	100	100
52252	DELIVERY - IN CITY	Unchanged	0.00 %	750	750
53130	TELEPHONE REGULAR	Decreased	44.48 %	7,500	4,164
53131	TELEPHONE LONG DISTANCE	Decreased	76.67 %	750	175
53295	RADIO COSTS	Decreased	28.57 %	1,400	1,000
54099	PARTS AND MATERIALS	Decreased	29.61 %	7,600	5,350
54103	GASOLINE #2	New this year		0	1,341
54410	EQUIPMENT PURCHASES	Unchanged	0.00 %	1,000	1,000
59048	LUNCHEONS	Unchanged	0.00 %	500	500
59059	MEMBERSHIP	Unchanged	0.00 %	500	500
59080	INTERNAL EQUIPMENT	Decreased	75.55 %	10,000	2,445
59098	SUBSCRIPTIONS	Decreased	33.33 %	750	500
59138	BUSINESS TRAVEL - MILEAGE	Increased	38.89 %	3,600	5,000
59139	CONFERENCE COSTS	Increased	205.56 %	3,600	11,000
59997	RECOVERIES INTERNAL	Not used this year		(75,444)	0
Total Expenditures:				535,563	596,861

Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Other Income				
42999 REVENUE	0	0	0	0
Other Income Total	0	0	0	0
	0	0	0	0
			0.00%	0.00%
Expenditures				
Contract Services				
52015 CONTRACTS	1,714	1,000	1,000	1,000
52020 PROFESSIONAL FEES	0	0	0	0
52029 LIABILITY INSURANCE	0	0	10,317	10,523
52069 PRINTING COSTS	106	100	100	100
52252 DELIVERY - IN CITY	762	500	750	750
Contract Services Total	2,582	1,600	12,167	12,373
Equipment Purchases				
54410 EQUIPMENT PURCHASES	4,593	500	1,000	1,000
Equipment Purchases Total	4,593	500	1,000	1,000
Materials and Supplies				
54099 PARTS AND MATERIALS	6,093	5,000	5,350	6,000
54103 GASOLINE #2	0	0	1,341	1,341
Materials and Supplies Total	6,093	5,000	6,691	7,341
Other				
51141 TRAINING & DEVELOPMENT COSTS	4,177	3,000	3,000	3,000
59048 LUNCHEONS	416	500	500	500
59059 MEMBERSHIP	0	500	500	500
59080 INTERNAL EQUIPMENT RENTAL	4,320	3,100	2,445	2,445
59098 SUBSCRIPTIONS	25	0	500	500
59138 BUSINESS TRAVEL - MILEAGE	1,407	3,000	5,000	7,500
59139 CONFERENCE COSTS	6,104	3,000	11,000	11,000
Other Total	16,448	13,100	22,945	25,445
Salaries and Wages				
51017 TRAINING PAY	895	0	0	0
51083 REGULAR SALARIES	596,242	613,157	548,719	622,357
51084 OVERTIME SALARIES	5,263	8,500	0	0
Salaries and Wages Total	602,400	621,657	548,719	622,357
Transfers to/from Internal Accounts				
59997 RECOVERIES INTERNAL	(73,246)	0	0	0
Transfers to/from Internal Accounts Total	(73,246)	0	0	0
Utilities				
53130 TELEPHONE REGULAR	10,440	9,000	4,164	4,164
53131 TELEPHONE LONG DISTANCE	294	350	175	175

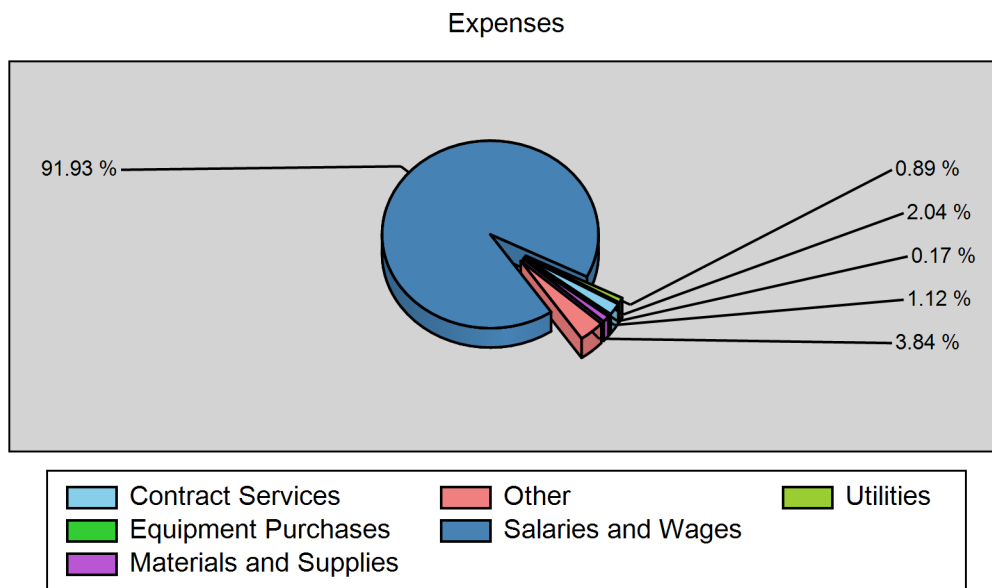
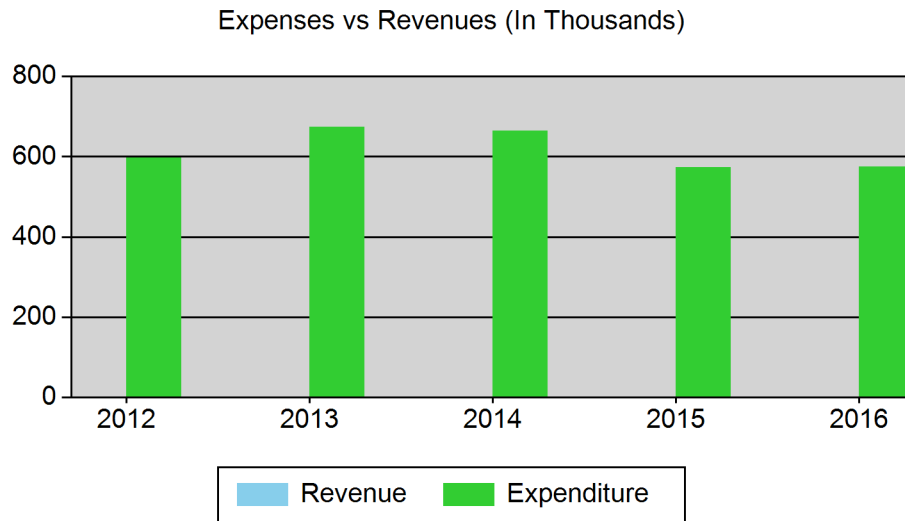
Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
53295 RADIO COSTS	321	1,000	1,000	1,000
Utilities Total	11,055	10,350	5,339	5,339
	569,924	652,207	596,861	673,855
			(8.49%)	12.90%
Net Total	(569,924)	(652,207)	(596,861)	(673,855)

Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION



Costing Center Summary

Costing Center: BRIDGE MAINTENANCE

Previous Costing Center: BRIDGE MAINTENANCE

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0177

Department: BUILDING
MAINTENANCE -
Transportation Serv

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This account is for minor repairs to the 8th Street Bridge on an 'as required' basis. The 1930's portion of the 8th Street Bridge is scheduled to be replaced in 2012. A reserve has been established to save for those expected replacement costs. Annual consulting fees regarding the condition of the bridge are charged to the Engineering Administration account.

Comments:

Outlook:

Costing Center Summary

Costing Center: BRIDGE MAINTENANCE

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	37.13 %	729	1,000
54099	PARTS AND MATERIALS	Increased	4.17 %	192	200
59080	INTERNAL EQUIPMENT	Not used this year		100	0
Total Expenditures:				1,021	1,200

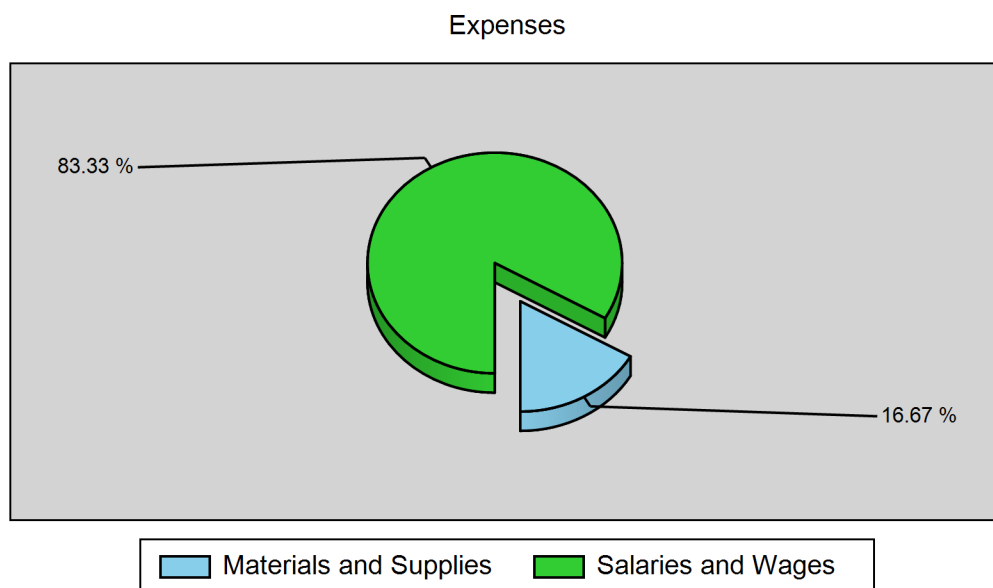
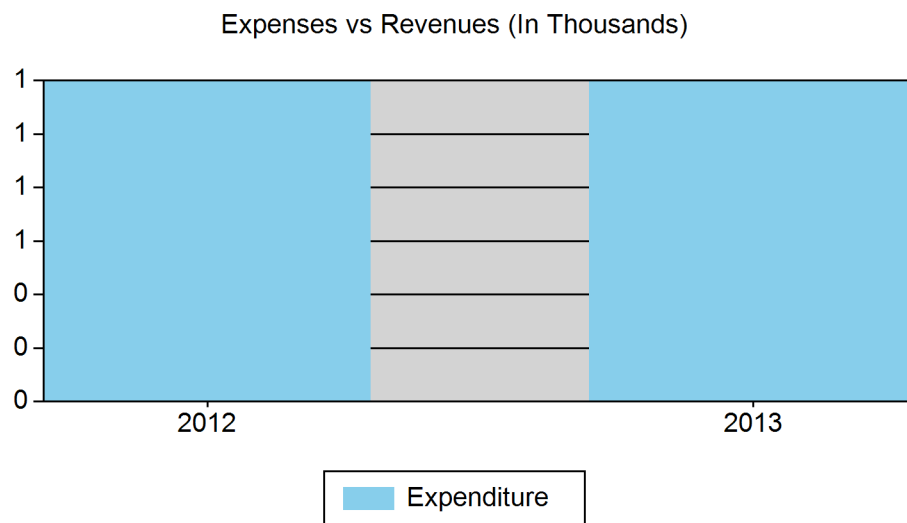
Costing Center Summary

Costing Center: BRIDGE MAINTENANCE

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Materials and Supplies				
54099 PARTS AND MATERIALS	0	192	200	200
Materials and Supplies Total	0	192	200	200
Other				
59080 INTERNAL EQUIPMENT RENTAL	0	0	0	0
Other Total	0	0	0	0
Salaries and Wages				
51083 REGULAR SALARIES	927	400	1,000	1,000
Salaries and Wages Total	927	400	1,000	1,000
	927	592	1,200	1,200
			102.70%	0.00%
Net Total	(927)	(592)	(1,200)	(1,200)

Costing Center Summary

Costing Center: BRIDGE MAINTENANCE



Costing Center Summary

Costing Center: CIVIC SERVICES COMPLEX

Previous Costing Center: CIVIC SERVICES
COMPLEX

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0136

Department: BUILDING
MAINTENANCE -
Transportation Serv

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This account covers the operating and maintenance costs of the building on Richmond Avenue East, the salt shed/sand storage building and the scale. The internal recovery is funded through the garage and is reflected in the rates charged by the garage.

Comments:

Outlook:

Costing Center Summary

Costing Center: CIVIC SERVICES COMPLEX

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Decreased	5.74 %	26,349	24,835
51084	OVERTIME SALARIES	Increased	9.93 %	1,128	1,240
51184	DOUBLE OVERTIME	Increased	27.06 %	787	1,000
52015	CONTRACTS	Increased	3.04 %	2,102	2,166
52028	FIRE INSURANCE	Increased	13.99 %	2,895	3,300
52755	CLEANING CONTRACT	Increased	10.00 %	12,500	13,750
53025	HEAT	Decreased	25.38 %	56,284	42,000
53046	POWER	Increased	2.00 %	51,846	52,882
53130	TELEPHONE REGULAR	Decreased	74.23 %	970	250
53150	WATER	Decreased	14.88 %	9,398	8,000
54099	PARTS AND MATERIALS	Decreased	6.07 %	29,810	28,000
58533	CIVIC SERVICES COMPLEX	Decreased	50.00 %	50,000	25,000
59050	MAINTENANCE OF GROUNDS	Decreased	38.64 %	1,312	805
59080	INTERNAL EQUIPMENT	Not used this year		800	0
59997	RECOVERIES INTERNAL	Decreased	17.45 %	(246,181)	(203,228)
Total Expenditures:				0	0

Costing Center Summary

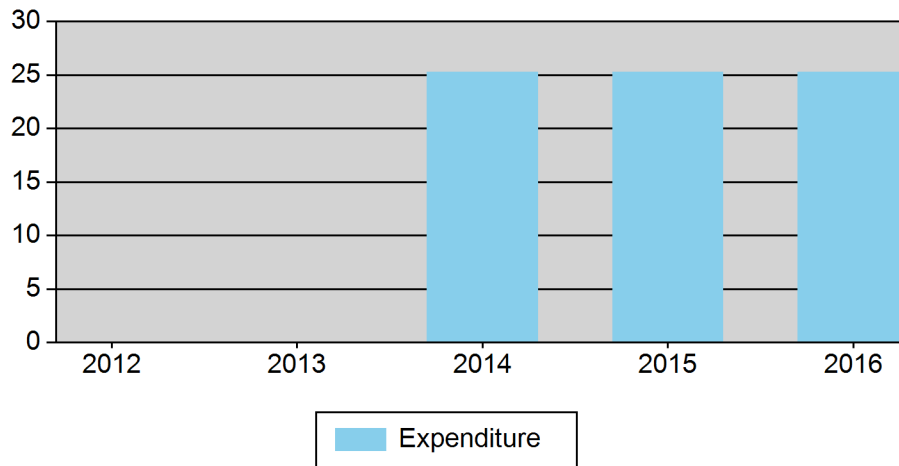
Costing Center: CIVIC SERVICES COMPLEX

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52015 CONTRACTS	2,095	2,312	2,166	2,230
52028 FIRE INSURANCE	0	3,294	3,300	3,366
52755 CLEANING CONTRACT	11,114	12,500	13,750	13,750
Contract Services Total	13,209	18,106	19,216	19,346
Materials and Supplies				
54099 PARTS AND MATERIALS	24,793	32,080	28,000	28,000
Materials and Supplies Total	24,793	32,080	28,000	28,000
Other				
59014 WORK ORDERS	414	0	0	0
59050 MAINTENANCE OF GROUNDS	584	6,464	805	821
59080 INTERNAL EQUIPMENT RENTAL	16	0	0	0
Other Total	1,014	6,464	805	821
Reserve Appropriation				
58533 CIVIC SERVICES COMPLEX B/L5655	50,000	50,000	25,000	75,000
Reserve Appropriation Total	50,000	50,000	25,000	75,000
Salaries and Wages				
51083 REGULAR SALARIES	28,942	26,349	24,835	25,304
51084 OVERTIME SALARIES	782	628	1,240	1,304
51184 DOUBLE OVERTIME	440	1,287	1,000	1,000
51350 BANK TIME EARNED	1,389	1,471	0	0
Salaries and Wages Total	31,553	29,735	27,075	27,608
Transfers to/from Internal Accounts				
59997 RECOVERIES INTERNAL	(238,073)	(246,181)	(203,228)	(255,493)
Transfers to/from Internal Accounts Total	(238,073)	(246,181)	(203,228)	(255,493)
Utilities				
53025 HEAT	36,196	56,284	42,000	42,000
53046 POWER	50,069	51,846	52,882	54,468
53130 TELEPHONE REGULAR	431	500	250	250
53150 WATER	7,530	9,398	8,000	8,000
Utilities Total	94,226	118,028	103,132	104,718
	(23,279)	8,232	0	0
			(100.00%)	33.26%
Net Total	23,279	(8,232)	0	0

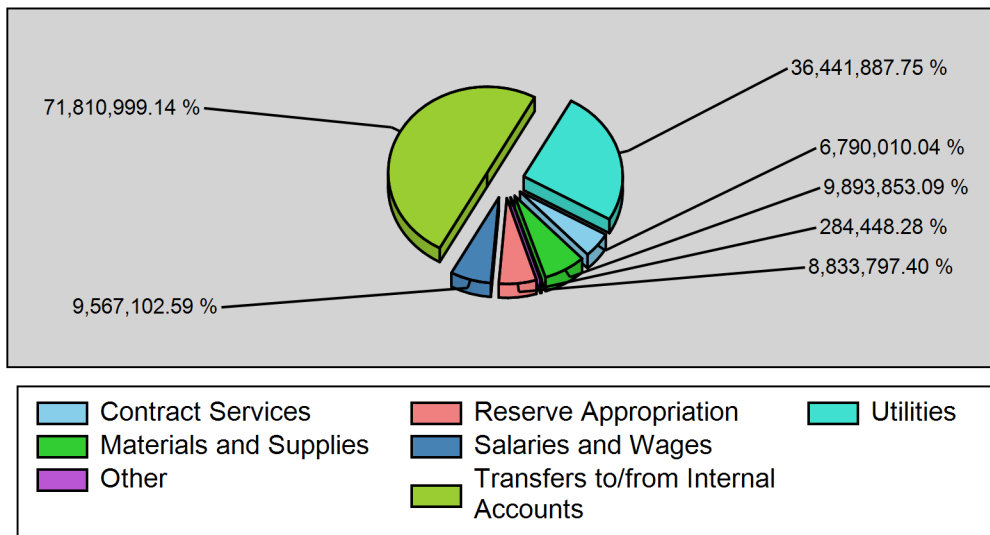
Costing Center Summary

Costing Center: CIVIC SERVICES COMPLEX

Expenses vs Revenues (In Thousands)



Expenses



Costing Center Summary

Costing Center: STORAGE GARAGE-OPER+MTNCE

Previous Costing Center: STORAGE GARAGE-
OPER+MTNCE

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0139

Department: BUILDING
MAINTENANCE -
Transportation Serv

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This cost center is for the operation and maintenance of the storage garage. This is currently used to house equipment as well as for the Meter Repair Shop at the Civic Services Complex Site. The internal recovery is funded through the garage and is reflected in the rates charged by the garage.

Comments:

Outlook:

Costing Center Summary

Costing Center: STORAGE GARAGE-OPER+MTNCE

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	770.50 %	2,853	24,835
52028	FIRE INSURANCE	Increased	7.84 %	255	275
53025	HEAT	Decreased	29.57 %	22,094	15,560
53150	WATER	Increased	13.21 %	1,060	1,200
54099	PARTS AND MATERIALS	Decreased	49.24 %	3,940	2,000
59997	RECOVERIES INTERNAL	Increased	45.26 %	(30,202)	(43,870)
Total Expenditures:				0	0

Costing Center Summary

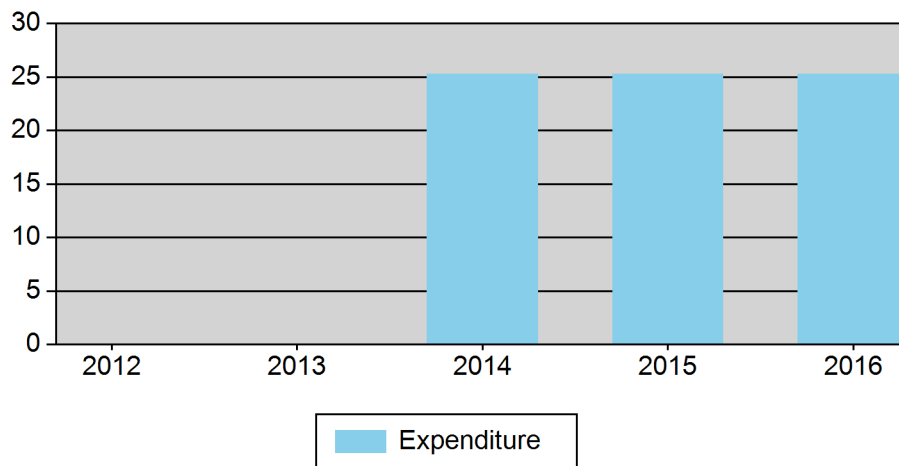
Costing Center: STORAGE GARAGE-OPER+MTNCE

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52028 FIRE INSURANCE	0	255	275	281
Contract Services Total	0	255	275	281
Materials and Supplies				
54099 PARTS AND MATERIALS	1,719	1,800	2,000	2,060
Materials and Supplies Total	1,719	1,800	2,000	2,060
Salaries and Wages				
51083 REGULAR SALARIES	902	1,000	24,835	25,304
Salaries and Wages Total	902	1,000	24,835	25,304
Transfers to/from Internal Accounts				
59997 RECOVERIES INTERNAL	(29,074)	(30,202)	(43,870)	(44,441)
Transfers to/from Internal Accounts Total	(29,074)	(30,202)	(43,870)	(44,441)
Utilities				
53025 HEAT	12,587	25,887	15,560	15,560
53150 WATER	1,258	1,260	1,200	1,236
Utilities Total	13,846	27,147	16,760	16,796
	(12,607)	0	0	0
			100.00%	33.26%
Net Total	12,607	0	0	0

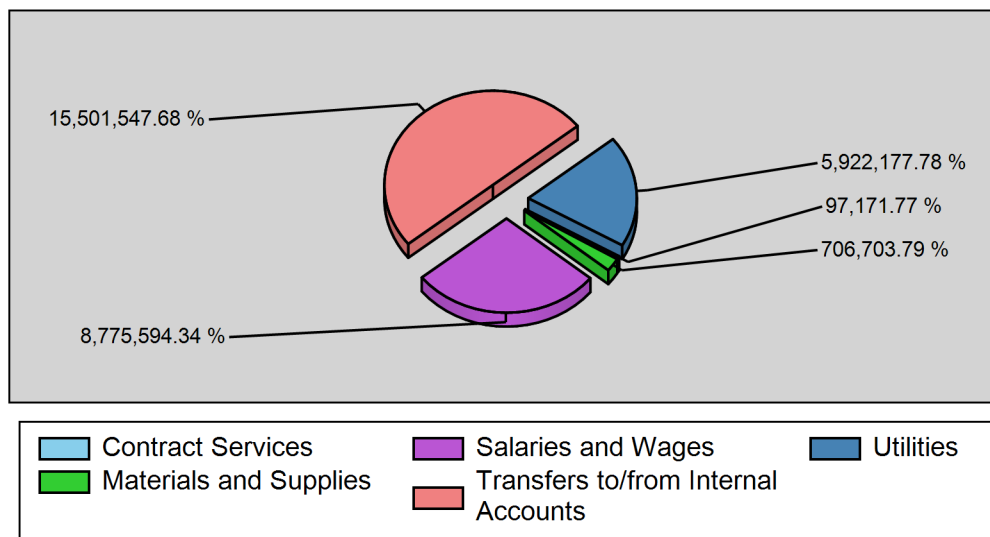
Costing Center Summary

Costing Center: STORAGE GARAGE-OPER+MTNCE

Expenses vs Revenues (In Thousands)



Expenses



Costing Center Summary

Costing Center: STREET LIGHTS

Previous Costing Center: STREET LIGHTS

Division: TRANSPORTATION
SERVICES

Department: BUILDING
MAINTENANCE -
Transportation Serv

Stage: Council Review

Budget Year: 2012

Accounting Reference: 0183

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center is for the costs associated with the maintenance and power consumption of the street lighting systems, Christmas decorations, Riverbank walk lighting, and downtown nostalgia lighting.

Comments:

Manitoba Hydro looks after lamp replacements and upgrades to the street lights.

The 2012 budget includes \$40,000 for the replacement of the downtown Christmas decorations.

Outlook:

As the City continues to expand, budget increases for street lights will be increased in relation to physical expansion. Should Manitoba Hydro increase utility fees, budgets will be increased as well.

Costing Center Summary

Costing Center: STREET LIGHTS

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Decreased	70.53 %	43,508	12,821
52028	FIRE INSURANCE	Increased	47.54 %	61	90
53046	POWER	Increased	3.00 %	776,379	799,670
54099	PARTS AND MATERIALS	Increased	31.40 %	55,327	72,699
59014	WORK ORDERS	New this year		0	5,000
59080	INTERNAL EQUIPMENT	Not used this year		5,213	0
Total Expenditures:				880,488	890,280

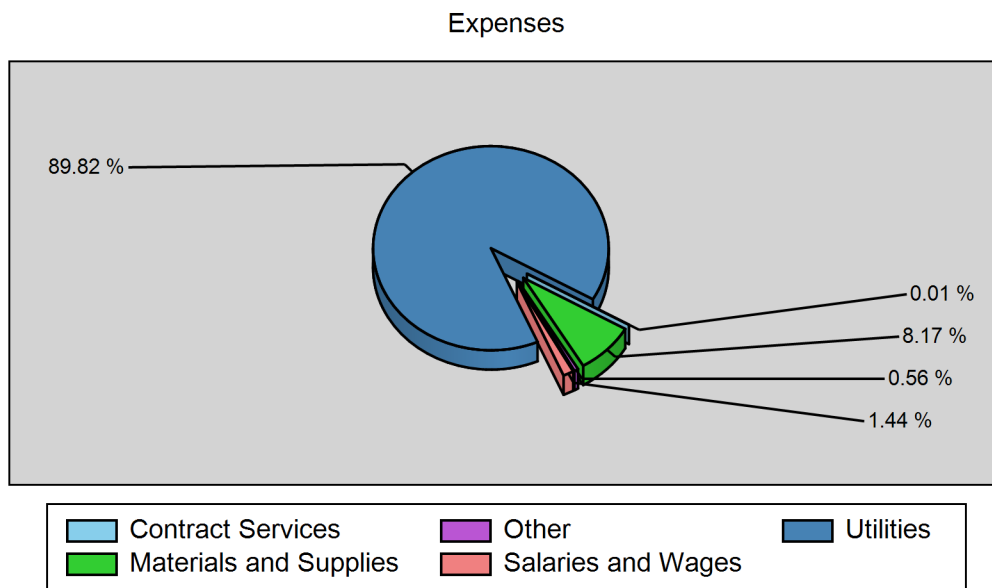
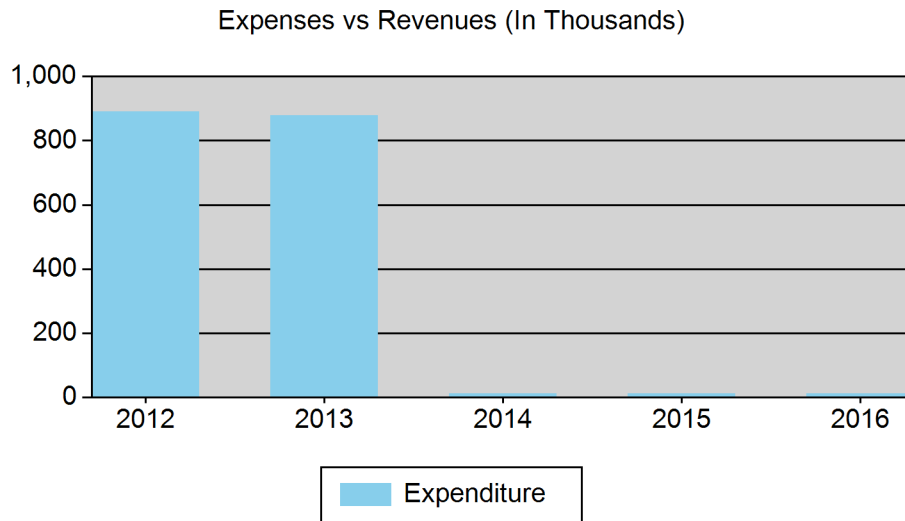
Costing Center Summary

Costing Center: STREET LIGHTS

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52028 FIRE INSURANCE	0	61	90	92
Contract Services Total	0	61	90	92
Materials and Supplies				
54065 LIABILITY RECOVERIES	0	(5,592)	0	0
54099 PARTS AND MATERIALS	12,099	47,572	72,699	37,477
54693 FLOOD PARTS & MATERIALS	0	2,714	0	0
Materials and Supplies Total	12,099	44,694	72,699	37,477
Other				
59014 WORK ORDERS	23,833	7,755	5,000	5,000
59080 INTERNAL EQUIPMENT RENTAL	230	5,213	0	0
Other Total	24,064	12,968	5,000	5,000
Salaries and Wages				
51083 REGULAR SALARIES	8,677	43,508	12,821	13,062
51697 FLOOD REGULAR SALARIES	0	3,504	0	0
Salaries and Wages Total	8,677	47,012	12,821	13,062
Utilities				
53046 POWER	750,740	776,379	799,670	823,660
Utilities Total	750,740	776,379	799,670	823,660
	795,580	881,114	890,280	879,291
			1.04%	(1.23%)
Net Total	(795,580)	(881,114)	(890,280)	(879,291)

Costing Center Summary

Costing Center: STREET LIGHTS



Costing Center Summary

Costing Center: TEST LAB BUILDING

Previous Costing Center: TEST LAB BUILDING

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0801

Department: BUILDING
MAINTENANCE -
Transportation Serv

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This cost center is for the operation and maintenance of the Test Laboratory structure located at the Civic Services Complex.

Comments:

The test lab is used by the Engineering Department for testing of soils, asphalt and concrete. It is a single storey wood frame structure with a stucco finish and asphalt shingled roof. The construction date of this building is unknown and it is approximately 2,000 square feet in size.

Outlook:

The building is in average condition and should have a further life expectancy of 30-40 years.

Costing Center Summary

Costing Center: TEST LAB BUILDING

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	155.80 %	908	2,323
53025	HEAT	Increased	3.02 %	1,721	1,773
53150	WATER	Increased	2.28 %	263	269
54099	PARTS AND MATERIALS	Decreased	33.33 %	900	600
Total Expenditures:				3,792	4,965

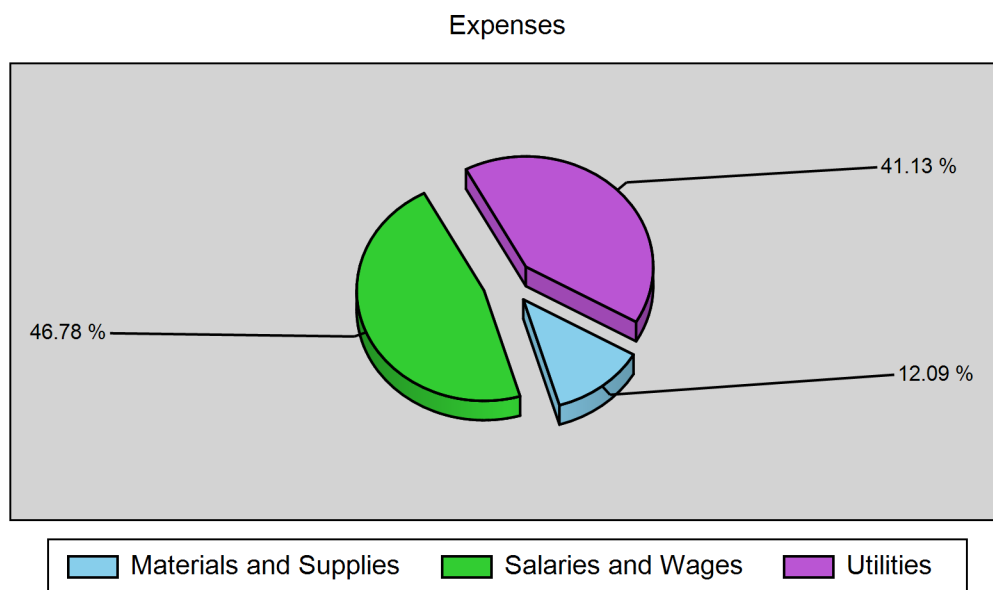
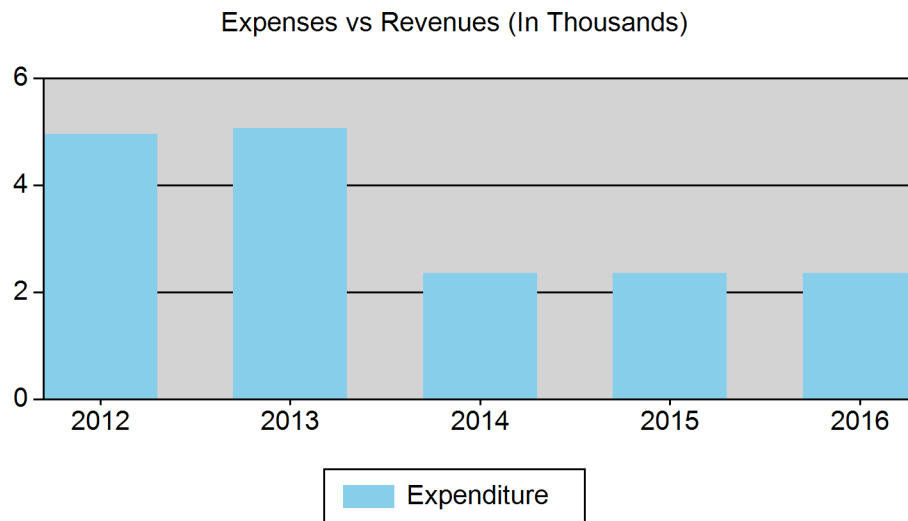
Costing Center Summary

Costing Center: TEST LAB BUILDING

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52212 WORK ORDER CONTRACTS	4,833	0	0	0
Contract Services Total	4,833	0	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	672	600	600	600
Materials and Supplies Total	672	600	600	600
Other				
59080 INTERNAL EQUIPMENT RENTAL	0	0	0	0
Other Total	0	0	0	0
Salaries and Wages				
51083 REGULAR SALARIES	381	408	2,323	2,366
Salaries and Wages Total	381	408	2,323	2,366
Transfers to/from Internal Accounts				
59997 RECOVERIES INTERNAL	(4,833)	0	0	0
Transfers to/from Internal Accounts Total	(4,833)	0	0	0
Utilities				
53025 HEAT	1,016	1,721	1,773	1,826
53150 WATER	122	133	269	277
Utilities Total	1,137	1,854	2,042	2,103
	2,190	2,862	4,965	5,069
			73.47%	2.11%
Net Total	(2,190)	(2,862)	(4,965)	(5,069)

Costing Center Summary

Costing Center: TEST LAB BUILDING



Costing Center Summary

Costing Center: TRAFFIC SIGNALS

Previous Costing Center: TRAFFIC SIGNALS

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0190

Department: BUILDING
MAINTENANCE -
Transportation Serv

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This cost center is for the maintenance and upgrading of all traffic signs, as well as for street line painting, traffic signal, and railway crossing maintenance.

Comments:

Outlook:

Costing Center Summary

Costing Center: *TRAFFIC SIGNALS*

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Decreased	7.62 %	146,230	135,084
51084	OVERTIME SALARIES	Decreased	38.00 %	500	310
51184	DOUBLE OVERTIME	New this year		0	816
52015	CONTRACTS	Increased	3.00 %	26,523	27,318
52081	EXTERNAL EQUIPMENT	Not used this year		1,030	0
54099	PARTS AND MATERIALS	Increased	10.27 %	106,676	117,636
59014	WORK ORDERS	Increased	1.98 %	2,575	2,626
59080	INTERNAL EQUIPMENT	Not used this year		16,357	0
Total Expenditures:				299,891	283,790

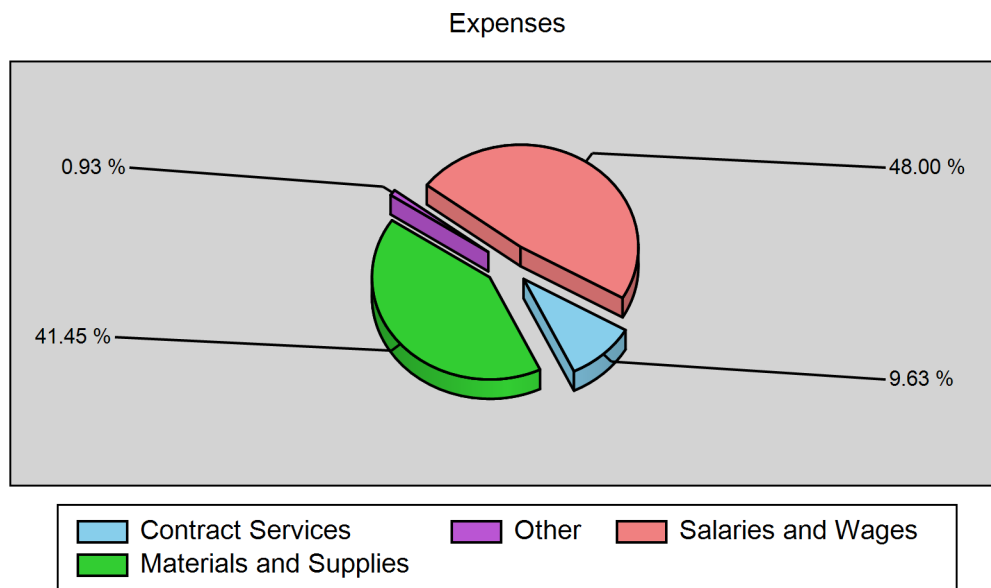
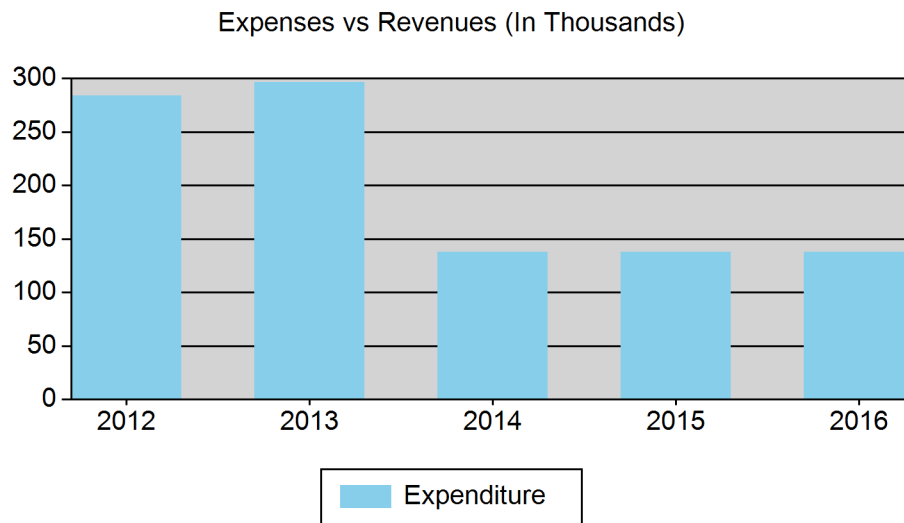
Costing Center Summary

Costing Center: TRAFFIC SIGNALS

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Other Income				
42994 RECOVERIES OTHER	0	2,344	0	0
Other Income Total	0	2,344	0	0
	0	2,344	0	0
			(100.00%)	0.00%
Expenditures				
Contract Services				
52015 CONTRACTS	25,232	26,523	27,318	28,140
52081 EXTERNAL EQUIPMENT RENTAL	0	0	0	0
Contract Services Total	25,232	26,523	27,318	28,140
Materials and Supplies				
54099 PARTS AND MATERIALS	77,199	135,000	117,636	126,651
Materials and Supplies Total	77,199	135,000	117,636	126,651
Other				
59014 WORK ORDERS	59,599	2,575	2,626	2,679
59080 INTERNAL EQUIPMENT RENTAL	11,825	0	0	0
Other Total	71,424	2,575	2,626	2,679
Salaries and Wages				
51083 REGULAR SALARIES	86,089	133,336	135,084	137,595
51084 OVERTIME SALARIES	115	300	310	316
51090 SHIFT DIFFERENTIAL	29	0	0	0
51184 DOUBLE OVERTIME	1,688	800	816	832
51350 BANK TIME EARNED	1,880	0	0	0
Salaries and Wages Total	89,801	134,436	136,210	138,743
	263,656	298,534	283,790	296,213
			(4.94%)	4.38%
Net Total	(263,656)	(296,190)	(283,790)	(296,213)

Costing Center Summary

Costing Center: TRAFFIC SIGNALS



Costing Center Summary

Costing Center: DOWNTOWN MAINTENANCE

Previous Costing Center: DOWNTOWN
MAINTENANCE

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 2461

Department: PARKS - Boulevards

Approved: No

Stage: Council Review

Manager: Perry Roque 729-2170

Description:

This cost center captures the cost for maintenance of the downtown streetscaping. This includes sidewalks, lamp posts, entrances, watering hanging baskets, weed control etc.

Comments:

Supervisory staff will conduct of review of the downtown area each year and prepare a maintenance plan. We have also included plans to conduct some tree pruning in this area in the fall of this year.

In 2012 a review of the maintenance for this area will include:

1. Establish a seasonal maintenance position that will be responsible for weed control, painting of benches/light standards, and general maintenance of the area.
2. A portion of the budget (\$8,000.00) will be allocated each year for upgrades to portions of sidewalks that have been identified as a safety concern or is impacted by the aesthetics of the area.
3. A portion of the budget will be identified for tree maintenance in an effort to maintain the trees in a healthy condition.

Outlook:

Costing Center Summary

Costing Center: DOWNTOWN MAINTENANCE

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Decreased	43.71 %	33,938	19,104
52028	FIRE INSURANCE	Unchanged	0.00 %	11	11
54099	PARTS AND MATERIALS	Increased	309.88 %	5,000	20,494
54104	DIESEL	New this year		0	3,676
59014	WORK ORDERS	Decreased	25.00 %	8,000	6,000
59080	INTERNAL EQUIPMENT	Increased	510.17 %	3,500	21,356
Total Expenditures:				50,449	70,641

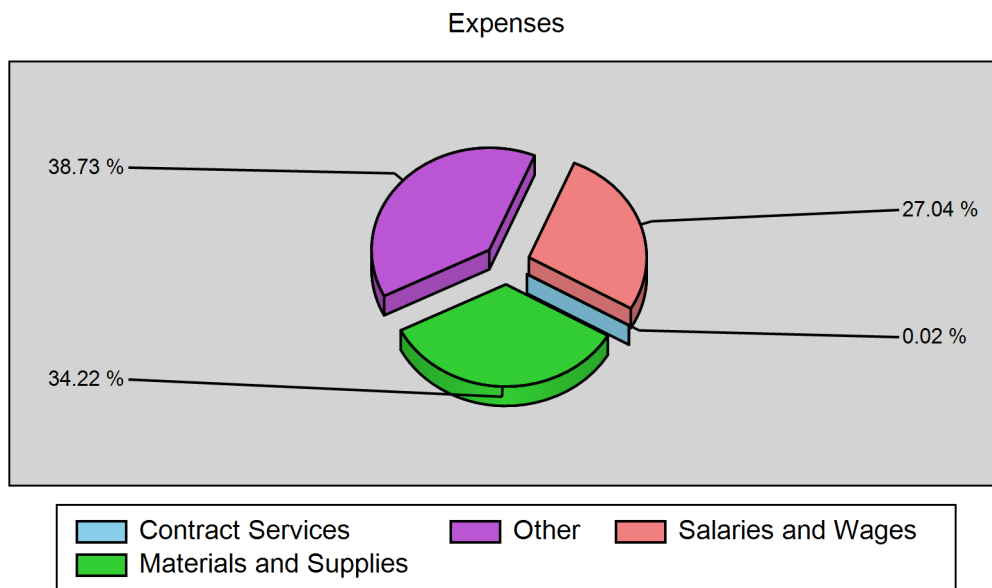
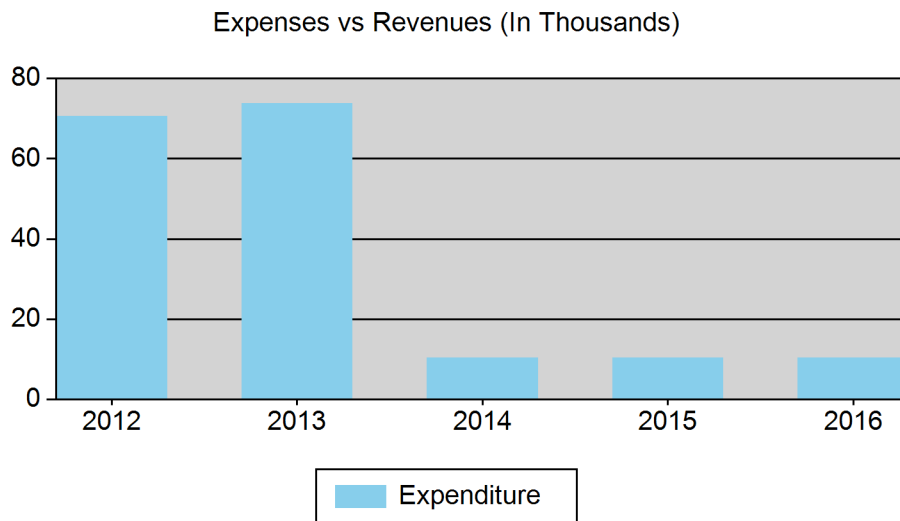
Costing Center Summary

Costing Center: DOWNTOWN MAINTENANCE

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52028 FIRE INSURANCE	0	11	11	11
Contract Services Total	0	11	11	11
Materials and Supplies				
54099 PARTS AND MATERIALS	2,311	2,813	20,494	5,000
54103 GASOLINE #2	0	0	0	0
54104 DIESEL	0	0	3,676	3,676
Materials and Supplies Total	2,311	2,813	24,170	8,676
Other				
59014 WORK ORDERS	0	0	6,000	8,000
59080 INTERNAL EQUIPMENT RENTAL	421	3,500	21,356	21,356
Other Total	421	3,500	27,356	29,356
Salaries and Wages				
51083 REGULAR SALARIES	39,994	36,938	19,104	35,687
51084 OVERTIME SALARIES	0	3,987	0	0
51186 STATUTORY PREMIUM	0	30	0	0
51350 BANK TIME EARNED	0	3,170	0	0
Salaries and Wages Total	39,994	44,125	19,104	35,687
	42,726	50,449	70,641	73,730
			40.02%	4.37%
Net Total	(42,726)	(50,449)	(70,641)	(73,730)

Costing Center Summary

Costing Center: DOWNTOWN MAINTENANCE



Costing Center Summary

Costing Center: SIDEWALK MAINTENANCE

Previous Costing Center: SIDEWALK
MAINTENANCE

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 9796

Department: PARKS - Boulevards

Approved: No

Stage: Council Review

Manager: Perry Roque 729-2170

Description:

This cost center captures the maintenance and upgrade costs for city sidewalks.

The staff compliment for this department is 3 persons.

1 Chargehand (8 months / year)

2 Tradesworkers (8 months / year)

Comments:

Maintenance is specific to replacing deteriorated sidewalks, grinding trip hazards, and establishing wheel chair assessibility on sidewalks.

Sidewalk replacements that exceed 1/2 block sections are managed through Development Services as per the tender process. This allows our staff to concentrate specifically on safety concerns on smaller sections throughout our community.

Outlook:

With the purchase of the new grinding attachment we are very pleased with the progress with this maintenance. Staff are confident that within the next 2 seasons we will be in a position to maintain all sidewalk trip hazards yearly. Based on the old system using small grinders progress we would not have achieved this goal.

Costing Center Summary

Costing Center: SIDEWALK MAINTENANCE

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51017	TRAINING PAY	Not used this year		450	0
51083	REGULAR SALARIES	Increased	1.15 %	113,469	114,771
52015	CONTRACTS	New this year		0	70,000
52081	EXTERNAL EQUIPMENT	Increased	20.00 %	25,000	30,000
53130	TELEPHONE REGULAR	Unchanged	0.00 %	600	600
54099	PARTS AND MATERIALS	Decreased	18.42 %	70,000	57,105
54103	GASOLINE #2	New this year		0	4,708
54104	DIESEL	New this year		0	4,253
54161	DIESEL CARD LOCK	Increased	233.33 %	600	2,000
59014	WORK ORDERS	Decreased	26.32 %	3,800	2,800
59080	INTERNAL EQUIPMENT	Increased	50.20 %	55,203	82,916
Total Expenditures:				269,122	369,153

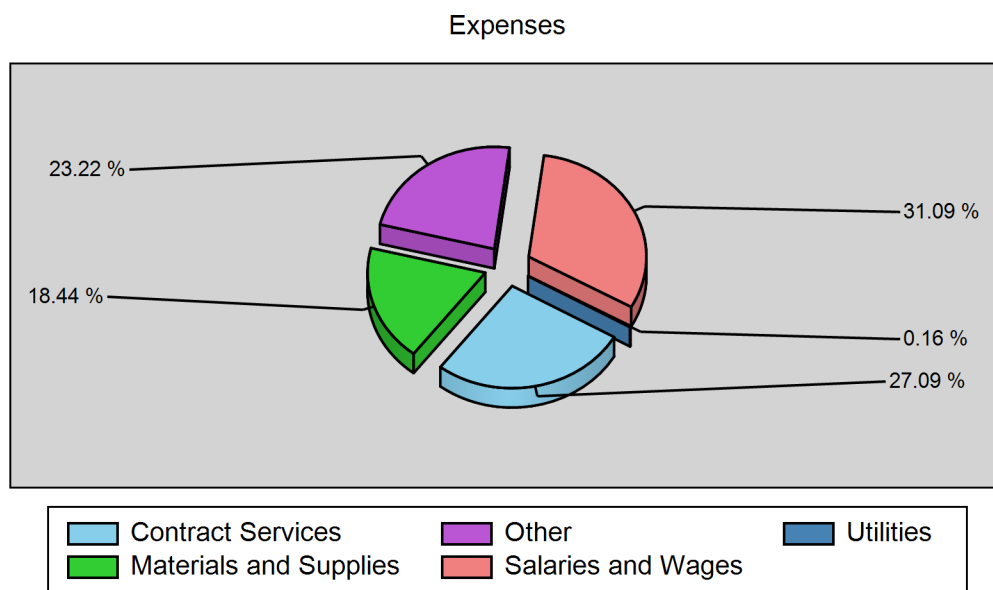
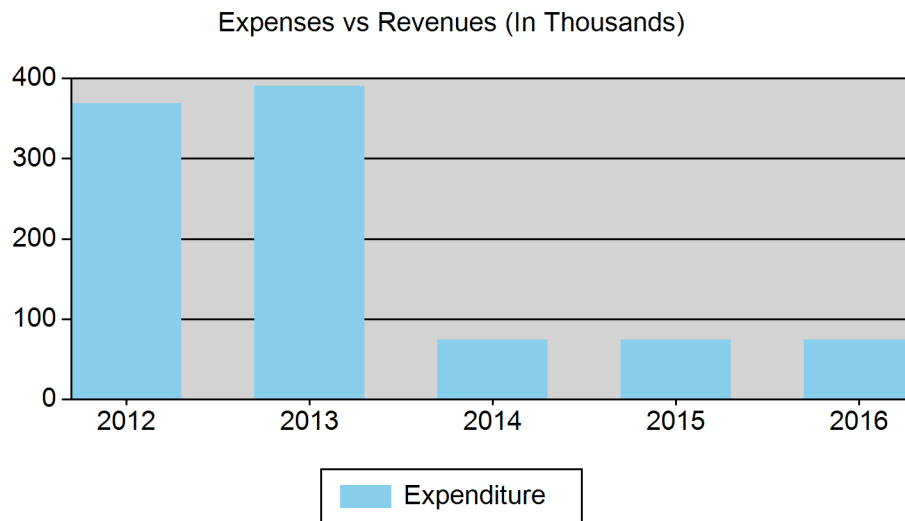
Costing Center Summary

Costing Center: SIDEWALK MAINTENANCE

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Benefits				
51122 BOOT ALLOWANCE	0	22	0	0
Benefits Total	0	22	0	0
Contract Services				
52015 CONTRACTS	76,466	0	70,000	75,000
52081 EXTERNAL EQUIPMENT RENTAL	16,933	30,000	30,000	35,000
Contract Services Total	93,398	30,000	100,000	110,000
Materials and Supplies				
54099 PARTS AND MATERIALS	57,514	2,129	57,105	65,000
54103 GASOLINE #2	0	4,500	4,708	4,708
54104 DIESEL	0	0	4,253	4,253
54161 DIESEL CARD LOCK	0	0	2,000	3,000
Materials and Supplies Total	57,514	6,629	68,066	76,961
Other				
59014 WORK ORDERS	2,324	278,566	2,800	4,000
59080 INTERNAL EQUIPMENT RENTAL	61,358	82,916	82,916	82,916
Other Total	63,683	361,482	85,716	86,916
Salaries and Wages				
51017 TRAINING PAY	0	450	0	0
51083 REGULAR SALARIES	130,679	(99,749)	114,771	116,140
51090 SHIFT DIFFERENTIAL	0	1	0	0
51350 BANK TIME EARNED	64	0	0	0
Salaries and Wages Total	130,744	(99,298)	114,771	116,140
Utilities				
53130 TELEPHONE REGULAR	386	0	600	600
Utilities Total	386	0	600	600
	345,724	298,835	369,153	390,617
			23.53%	5.81%
Net Total	(345,724)	(298,835)	(369,153)	(390,617)

Costing Center Summary

Costing Center: SIDEWALK MAINTENANCE



Costing Center Summary

Costing Center: SNOW REMOVAL & SANDING

Previous Costing Center: SNOW REMOVAL & SANDING

Budget Year: 2012

Division: TRANSPORTATION SERVICES

Accounting Reference: 1055

Department: STREETS

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This cost center covers all costs associated with sanding, plowing and removal of snow from City streets, lanes and walkways. Also included in this account are the costs of maintaining approximately 2,100 meters of snow fencing.

When a typical snow storm happens the Streets section has 13 full time employees and up to 9 seasonal employees, and up to 20 employees from other sections that work at clearing the snow/ sanding the streets or hauling snow from areas.

Comments:

It is anticipated the cost of road salt will be considerably higher in 2012 and has been increased to reflect that.

With revised accounting procedures for the charge out of City vehicles, the costs of internal equipment rental for this department will increase by ~\$40,000 in 2012.

Outlook:

The snow removal procedure has been revised and will allow us to reduce the amount of manpower required to handle most snowstorms. As the City grows changes to staff and equipment needs will increase to maintain the level of service expected.

Costing Center Summary

Costing Center: SNOW REMOVAL & SANDING

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Decreased	23.52 %	314,619	240,624
51084	OVERTIME SALARIES	Decreased	16.21 %	5,490	4,600
51184	DOUBLE OVERTIME	Increased	57.11 %	5,092	8,000
51350	BANK TIME EARNED	Not used this year		17,000	0
52081	EXTERNAL EQUIPMENT	Decreased	13.18 %	68,000	59,040
54099	PARTS AND MATERIALS	Decreased	3.03 %	20,150	19,540
54104	DIESEL	New this year		0	57,838
54161	DIESEL CARD LOCK	Decreased	5.83 %	4,800	4,520
54396	SALT	Decreased	20.00 %	46,808	37,446
59003	ADVERTISING	Unchanged	0.00 %	1,000	1,000
59014	WORK ORDERS	Decreased	34.67 %	60,000	39,200
59080	INTERNAL EQUIPMENT	Increased	27.22 %	325,250	413,781
Total Expenditures:				868,209	885,589

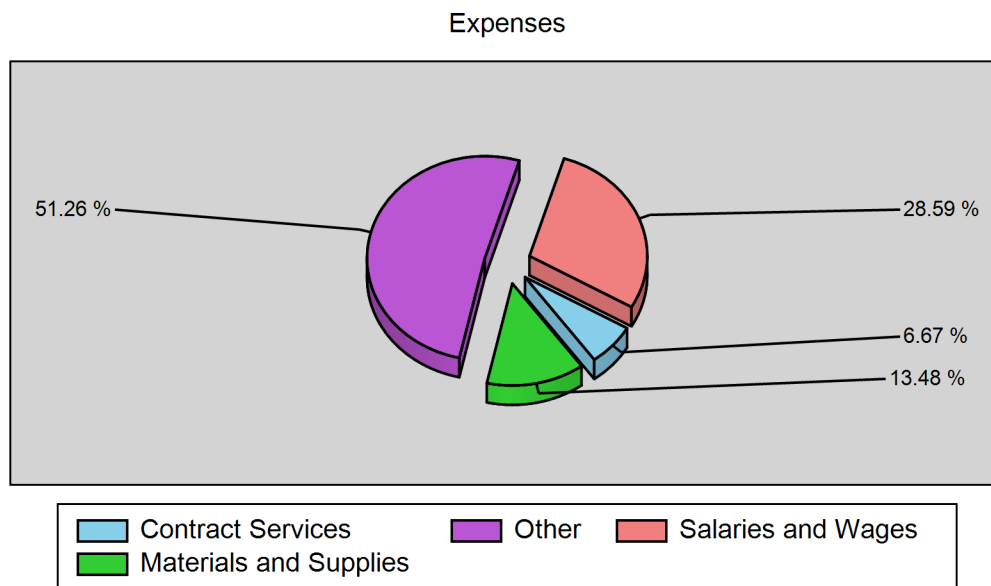
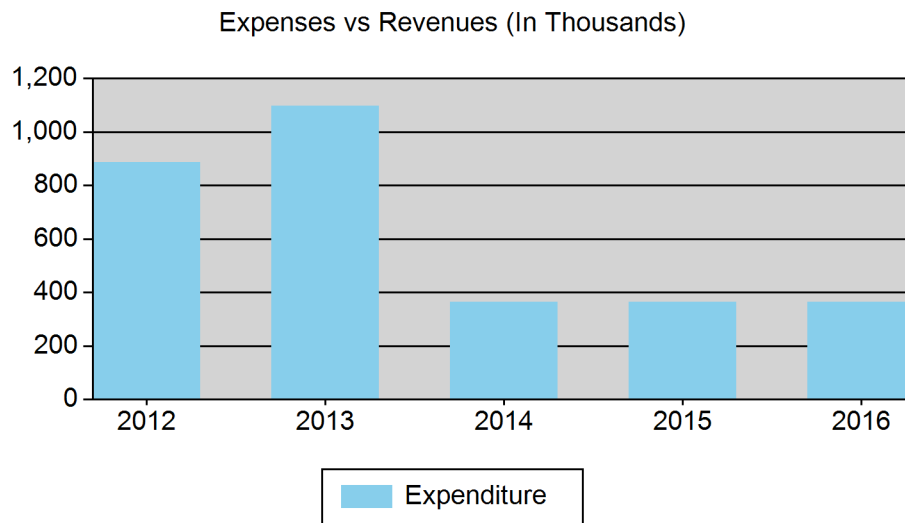
Costing Center Summary

Costing Center: SNOW REMOVAL & SANDING

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52081 EXTERNAL EQUIPMENT RENTAL	26,423	68,000	59,040	72,141
Contract Services Total	26,423	68,000	59,040	72,141
Materials and Supplies				
54062 LIABILITY CLAIMS	11,730	0	0	0
54099 PARTS AND MATERIALS	24,117	18,117	19,540	28,090
54104 DIESEL	0	0	57,838	67,838
54161 DIESEL CARD LOCK	3,052	4,800	4,520	6,348
54396 SALT	34,498	44,252	37,446	46,808
54693 FLOOD PARTS & MATERIALS	0	29,655	0	0
Materials and Supplies Total	73,396	96,824	119,344	149,084
Other				
59003 ADVERTISING	604	1,000	1,000	1,000
59014 WORK ORDERS	40,355	47,555	39,200	62,424
59080 INTERNAL EQUIPMENT RENTAL	407,466	374,114	413,781	413,781
59691 FLOOD INTERNAL EQUIPMENT	0	1,883	0	0
Other Total	448,425	424,552	453,981	477,205
Salaries and Wages				
51083 REGULAR SALARIES	296,993	312,560	240,624	363,914
51084 OVERTIME SALARIES	8,577	5,490	4,600	5,712
51184 DOUBLE OVERTIME	14,324	7,388	8,000	14,000
51350 BANK TIME EARNED	41,338	0	0	15,300
51697 FLOOD REGULAR SALARIES	0	56,748	0	0
51698 FLOOD OVERTIME	0	4,615	0	0
Salaries and Wages Total	361,232	386,801	253,224	398,926
	909,476	976,177	885,589	1,097,356
			(9.28%)	23.91%
Net Total	(909,476)	(976,177)	(885,589)	(1,097,356)

Costing Center Summary

Costing Center: SNOW REMOVAL & SANDING



Costing Center Summary

Costing Center: STREET MAINTENANCE

Previous Costing Center: STREET MAINTENANCE

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 1052

Department: STREETS

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This cost center covers costs associated with surface repair maintenance on City streets and lanes including gravel boundary roads. Pothole Repair, Street Repairs, Gravel Roads and Lanes, Dust Control, Paved Lane repair, Crackfill, are all a part of this account.

The staff compliment for the Street Maintenance / Street Sweeping / Streets Supervision / Walkway Maintenance / Snow Removal Departments is 22.

1 Chargehand

12 Equipment Operators

9 Casual Laborers

Comments:

Working with Engineering it is estimated we can restore one lane block per year.

Outlook:

Costing Center Summary

Costing Center: STREET MAINTENANCE

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	80.35 %	174,664	315,015
51084	OVERTIME SALARIES	Increased	2.00 %	1,000	1,020
51350	BANK TIME EARNED	Not used this year		1,200	0
52015	CONTRACTS	Unchanged	0.00 %	21,000	21,000
52081	EXTERNAL EQUIPMENT	Decreased	44.15 %	6,500	3,630
53150	WATER	Increased	3.00 %	4,000	4,120
54099	PARTS AND MATERIALS	Decreased	9.06 %	90,000	81,850
54103	GASOLINE #2	New this year		0	4,730
54104	DIESEL	New this year		0	43,335
54395	CALCIUM CHLORIDE	Decreased	14.53 %	34,400	29,400
59003	ADVERTISING	Unchanged	0.00 %	500	500
59014	WORK ORDERS	Decreased	48.52 %	9,899	5,096
59080	INTERNAL EQUIPMENT	Increased	3.12 %	292,621	301,764
Total Expenditures:				635,784	811,460

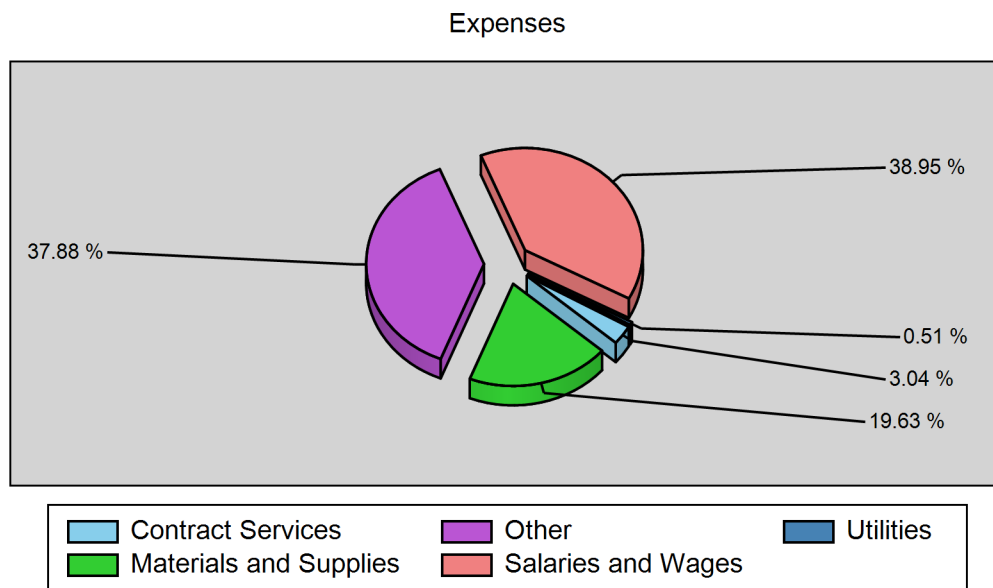
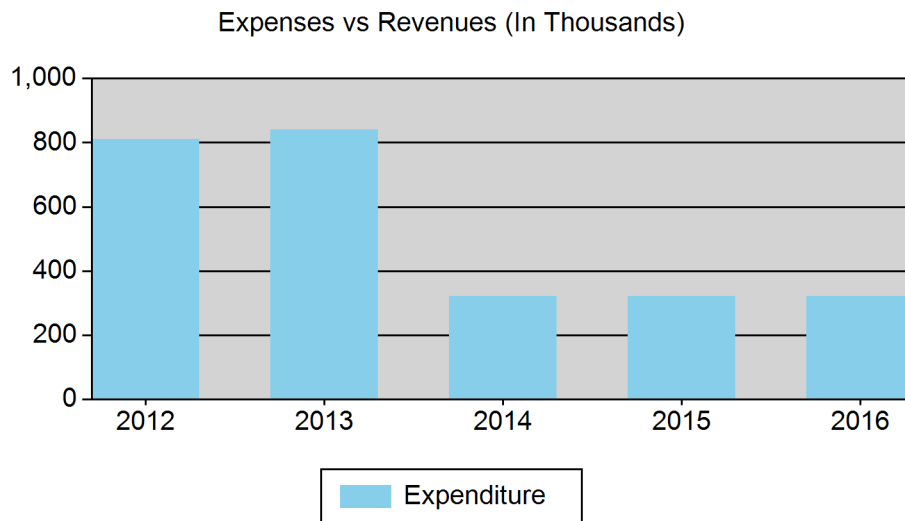
Costing Center Summary

Costing Center: STREET MAINTENANCE

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52015 CONTRACTS	101	20,390	21,000	21,000
52081 EXTERNAL EQUIPMENT RENTAL	1,712	6,500	3,630	6,762
Contract Services Total	1,813	26,890	24,630	27,762
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	749	0	0
Equipment Purchases Total	0	749	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	77,380	83,487	81,850	88,580
54103 GASOLINE #2	0	3,557	4,730	4,730
54104 DIESEL	0	0	43,335	43,335
54395 CALCIUM CHLORIDE	16,719	34,400	29,400	34,400
54693 FLOOD PARTS & MATERIALS	0	2,484	0	0
Materials and Supplies Total	94,099	123,928	159,315	171,045
Other				
54087 SAND BAGS	2,631	0	0	0
59003 ADVERTISING	0	500	500	500
59014 WORK ORDERS	2,053	9,622	5,096	10,298
59080 INTERNAL EQUIPMENT RENTAL	239,312	293,231	301,764	301,764
Other Total	243,995	303,353	307,360	312,562
Salaries and Wages				
51083 REGULAR SALARIES	183,374	174,664	315,015	322,068
51084 OVERTIME SALARIES	256	1,000	1,020	1,040
51184 DOUBLE OVERTIME	159	0	0	0
51350 BANK TIME EARNED	1,629	1,054	0	1,096
51697 FLOOD REGULAR SALARIES	0	73	0	0
51698 FLOOD OVERTIME	0	73	0	0
Salaries and Wages Total	185,417	176,864	316,035	324,204
Utilities				
53150 WATER	931	4,000	4,120	4,161
Utilities Total	931	4,000	4,120	4,161
	526,256	635,784	811,460	839,734
			27.63%	3.48%
Net Total	(526,256)	(635,784)	(811,460)	(839,734)

Costing Center Summary

Costing Center: STREET MAINTENANCE



Costing Center Summary

Costing Center: STREET SWEEPING

Previous Costing Center: STREET SWEEPING

Division: TRANSPORTATION
SERVICES

Department: STREETS

Stage: Council Review

Budget Year: 2012

Accounting Reference: 1054

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center reflects all costs associated with cleaning City streets. The main expense occurs during spring cleanup sweeping where all streets and paved lanes are swept free of accumulations of winter sand and debris.

The staff compliment for the Street Maintenance / Street Sweeping / Streets Supervision / Walkway Maintenance / Snow Removal Departments is 22.

1 Chargehand

12 Equipment Operators

9 Casual Laborers

Comments:

In an effort to sustain our current levels of service, the sweeping accounts (Internal Equip, Salaries, Work Orders, Water) have been increased to a total of \$16,756 from 2009. Internal equipment rental will increase \$5,200.00 for 2013, to reflect actual rental costs.

Outlook:

As each new development is built within the City our sweeping program must keep up with the needs of the communities we serve. With the purchase of our 4 wheel sweeper we are able to provide service to other communities without the need to transport our equipment, making it less costly. In the future during off peak times, it is possible that we could increase revenues by providing our services to those communities.

Costing Center Summary

Costing Center: STREET SWEEPING

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
42508	SWEEPING SERVICES	Increased	20.00 %	10,000	12,000
42999	REVENUE	Increased	200.00 %	1,000	3,000
Total Revenues:				11,000	15,000
Expenditures					
51083	REGULAR SALARIES	Increased	6.70 %	120,321	128,381
53150	WATER	Increased	3.00 %	2,100	2,163
54099	PARTS AND MATERIALS	Increased	2.00 %	2,000	2,040
54103	GASOLINE #2	New this year		0	2,383
54104	DIESEL	New this year		0	12,319
59014	WORK ORDERS	Increased	2.00 %	32,000	32,640
59080	INTERNAL EQUIPMENT	Decreased	4.99 %	175,394	166,642
59248	DISPOSAL SITE CHARGE	Unchanged	0.00 %	150	150
Total Expenditures:				331,965	346,718

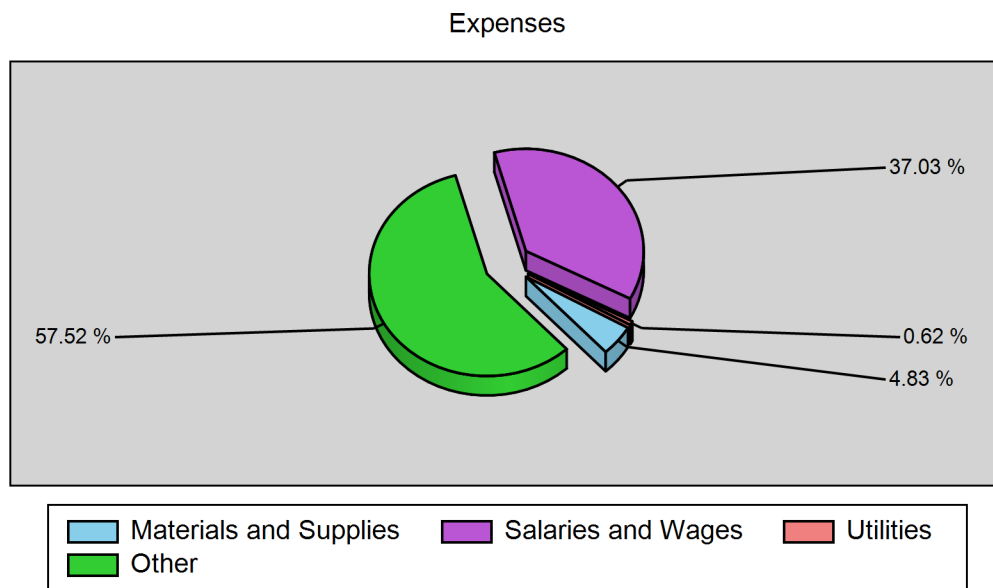
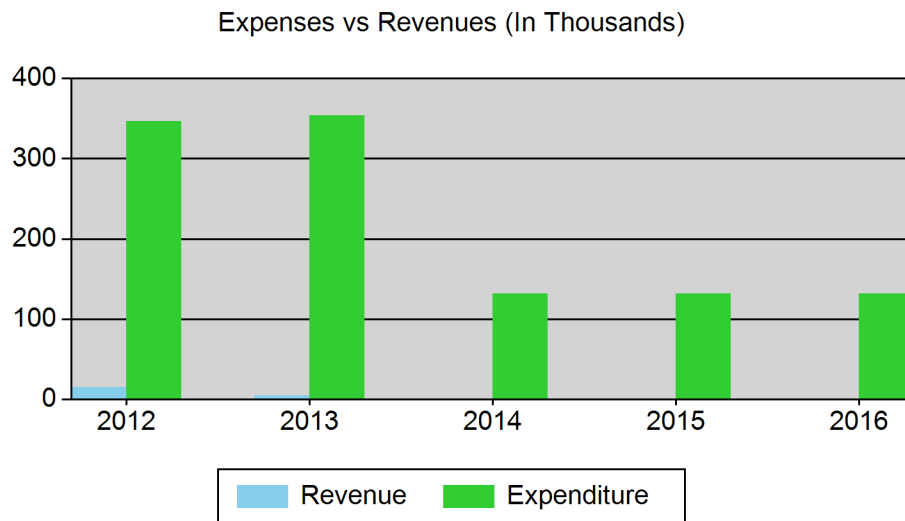
Costing Center Summary

Costing Center: STREET SWEEPING

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Other Income				
42999 REVENUE	1,724	1,000	3,000	1,000
Other Income Total	1,724	1,000	3,000	1,000
User Fees and Sales of Goods				
42508 SWEEPING SERVICES	83,945	4,000	12,000	4,000
User Fees and Sales of Goods Total	83,945	4,000	12,000	4,000
	85,669	5,000	15,000	5,000
			200.00%	(66.67%)
Expenditures				
Materials and Supplies				
54099 PARTS AND MATERIALS	509	2,000	2,040	2,080
54103 GASOLINE #2	0	1,841	2,383	2,383
54104 DIESEL	0	0	12,319	15,319
Materials and Supplies Total	509	3,841	16,742	19,782
Other				
59014 WORK ORDERS	38,992	30,159	32,640	33,293
59080 INTERNAL EQUIPMENT RENTAL	175,301	175,394	166,642	166,642
59248 DISPOSAL SITE CHARGE	0	150	150	150
Other Total	214,294	205,703	199,432	200,085
Salaries and Wages				
51083 REGULAR SALARIES	83,069	105,984	128,381	131,944
51084 OVERTIME SALARIES	147	0	0	0
51350 BANK TIME EARNED	2,138	0	0	0
Salaries and Wages Total	85,354	105,984	128,381	131,944
Utilities				
53150 WATER	2,885	2,100	2,163	2,228
Utilities Total	2,885	2,100	2,163	2,228
	303,041	317,628	346,718	354,039
			9.16%	2.11%
Net Total	(217,372)	(312,628)	(331,718)	(349,039)

Costing Center Summary

Costing Center: STREET SWEEPING



Costing Center Summary

Costing Center: STREETS SUPERVISION

Previous Costing Center: STREETS
SUPERVISION

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 1051

Department: STREETS

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This cost center covers the costs related to the administration of the Streets Section.

The staff compliment for the Street Maintenance / Street Sweeping / Streets Supervision / Walkway Maintenance / Snow Removal Departments is 22.

1 Chargehand

12 Equipment Operators

9 Casual Laborers

Comments:

The training account has been increased to \$6,000 to provide training for new employees.

Outlook:

In the next 3-5 years over 50% of our permanent staff will potentially be able to retire, as they will have reached their rule of 80. There has been no indication if these employees will work past the magic date, but steps must be taken to fill vacant positions as they arise.

Costing Center Summary

Costing Center: *STREETS SUPERVISION*

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
10300	CAPITAL PROJECTS	Not used this year		22,800	0
51017	TRAINING PAY	Not used this year		6,000	0
51083	REGULAR SALARIES	Decreased	37.28 %	230,263	144,410
51122	BOOT ALLOWANCE	Increased	3.88 %	1,600	1,662
51123	PROTECTIVE CLOTHING	Increased	2.99 %	3,010	3,100
51141	TRAINING & DEVELOPMENT	Unchanged	0.00 %	600	600
51285	MEDICALS	Increased	2.92 %	240	247
52015	CONTRACTS	Increased	2.86 %	350	360
52081	EXTERNAL EQUIPMENT	Not used this year		3,000	0
53130	TELEPHONE REGULAR	Decreased	37.74 %	2,340	1,457
53295	RADIO COSTS	Increased	3.00 %	11,035	11,366
54099	PARTS AND MATERIALS	Increased	155.60 %	2,856	7,300
54103	GASOLINE #2	New this year		0	1,647
59003	ADVERTISING	Unchanged	0.00 %	500	500
59080	INTERNAL EQUIPMENT	Increased	21.15 %	7,429	9,000
59139	CONFERENCE COSTS	Decreased	22.00 %	4,000	3,120
Total Expenditures:				296,023	184,769

Costing Center Summary

Costing Center: *STREETS SUPERVISION*

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Benefits				
51122 BOOT ALLOWANCE	1,800	1,662	1,662	1,662
51123 PROTECTIVE CLOTHING	3,014	3,010	3,100	3,193
51285 MEDICALS	440	240	247	254
Benefits Total	5,254	4,912	5,009	5,109
Capital Contribution				
10300 CAPITAL PROJECTS	0	0	0	0
Capital Contribution Total	0	0	0	0
Contract Services				
52015 CONTRACTS	975	591	360	371
52081 EXTERNAL EQUIPMENT RENTAL	0	3,000	0	3,182
Contract Services Total	975	3,591	360	3,553
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	24,833	0	0
Equipment Purchases Total	0	24,833	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	2,643	10,809	7,300	7,725
54103 GASOLINE #2	0	1,235	1,647	1,647
54323 INSURANCE DEDUCTIBLE	500	0	0	0
Materials and Supplies Total	3,143	12,044	8,947	9,372
Other				
51141 TRAINING & DEVELOPMENT COSTS	0	600	600	600
59003 ADVERTISING	114	500	500	500
59080 INTERNAL EQUIPMENT RENTAL	8,418	6,912	9,000	9,000
59139 CONFERENCE COSTS	2,711	2,000	3,120	4,243
Other Total	11,243	10,012	13,220	14,343
Salaries and Wages				
51017 TRAINING PAY	1,891	2,000	0	0
51083 REGULAR SALARIES	118,038	230,263	144,410	148,979
51084 OVERTIME SALARIES	4,829	10,562	0	0
51085 SICK PAY	41,321	0	0	0
51086 STATUTORY HOLIDAY PAY	40,306	0	0	0
51087 VACATION PAY	91,345	0	0	0
51090 SHIFT DIFFERENTIAL	370	2,231	0	0
51184 DOUBLE OVERTIME	1,912	0	0	0
51202 COMPASSIONATE PAY	6,643	0	0	0
51350 BANK TIME EARNED	5,467	0	0	0
51989 RECOVERY-WORKERS COMPENSATION	(64)	0	0	0
Salaries and Wages Total	312,057	245,056	144,410	148,979
	346,697	313,829	184,769	194,520
			(41.12%)	5.28%

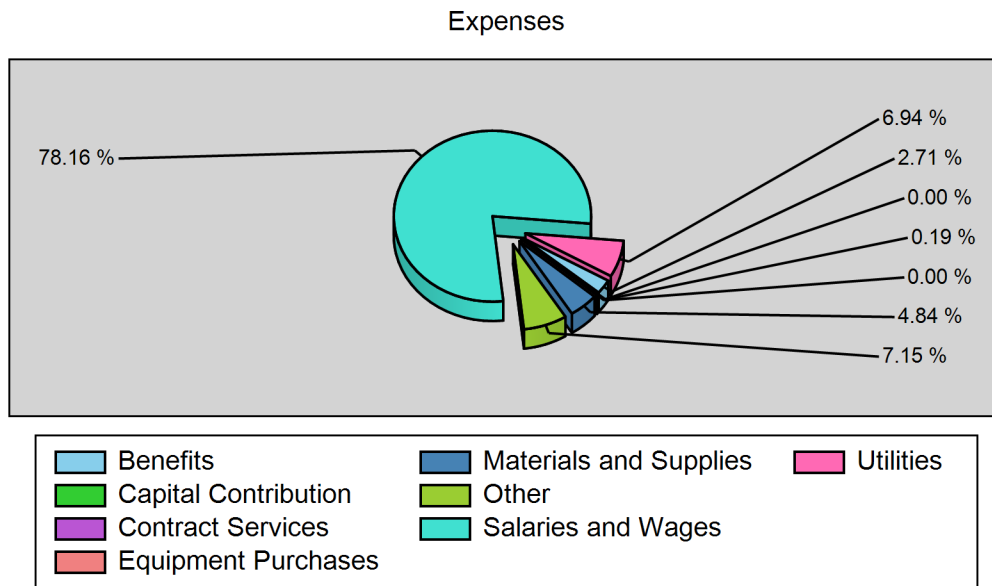
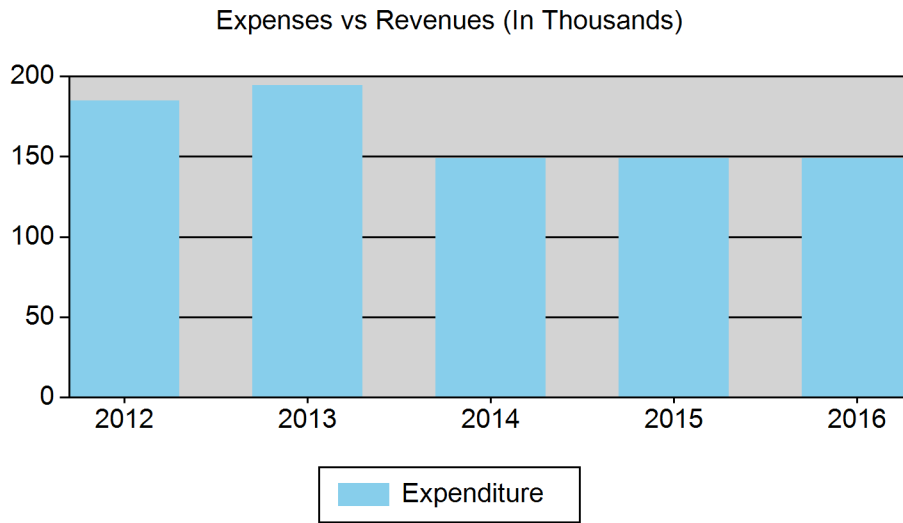
Costing Center Summary

Costing Center: *STREETS SUPERVISION*

		2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Utilities					
53130	TELEPHONE REGULAR	3,236	2,340	1,457	1,457
53131	TELEPHONE LONG DISTANCE	5	6	0	0
53295	RADIO COSTS	10,784	11,035	11,366	11,707
Utilities Total		14,025	13,381	12,823	13,164
		346,697	313,829	184,769	194,520
				(41.12%)	5.28%
Net Total		(346,697)	(313,829)	(184,769)	(194,520)

Costing Center Summary

Costing Center: *STREETS SUPERVISION*



Costing Center Summary

Costing Center: WALKWAY MAINTENANCE

Previous Costing Center: WALKWAY
MAINTENANCE

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 1053

Department: STREETS

Approved: No

Stage: Council Review

Manager: Ian Broome 729-2292

Description:

This cost center is for walkway maintenance such as asphalt repairs, crack sealing and tree root excavation, but does not cover major overlays or major reconstruction costs.

The staff compliment for the Street Maintenance / Street Sweeping / Streets Supervision / Walkway Maintenance / Snow Removal Departments is 22.

1 Chargehand

12 Equipment Operators

9 Casual Laborers

Comments:

There is a need to start rebuilding our aging walk-paths each year so there are additional capital funds requested to begin that process.

No large increase has been added to resurface walkways from this Maintenance account.

Outlook:

As the age of the walkway grid increases, it will be harder to maintain. Up to \$50,000 additional funds per year will be required to rebuild and resurface the oldest paths. To reduce the number of years of additional funding, it may be possible to use a portion of the funds allocated for building new paths. These could then be diverted to rebuilding/resurfacing existing walkways.

Costing Center Summary

Costing Center: WALKWAY MAINTENANCE

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	860.24 %	7,190	69,040
54099	PARTS AND MATERIALS	Increased	2.57 %	4,126	4,232
59080	INTERNAL EQUIPMENT	Not used this year		13,726	0
Total Expenditures:				25,042	73,272

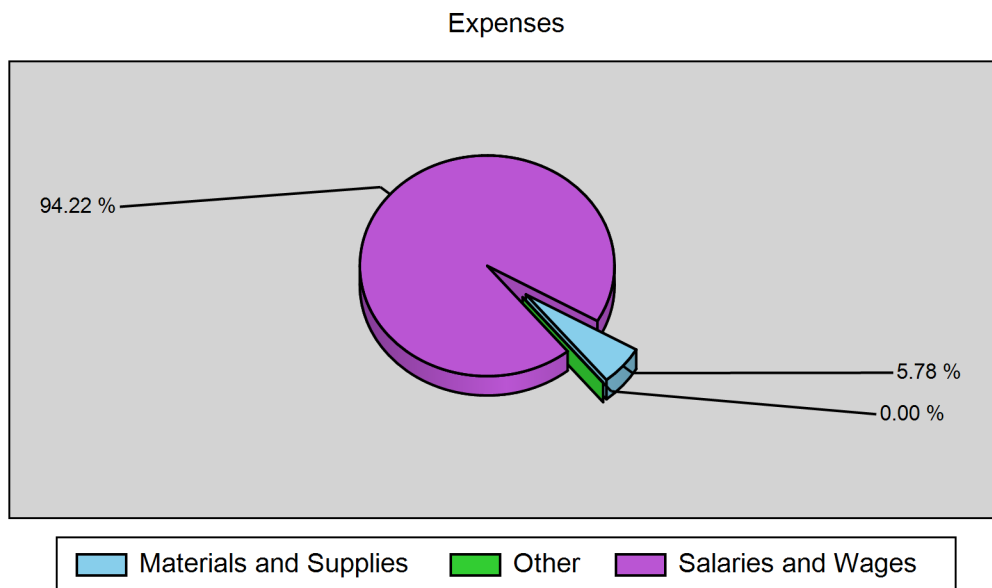
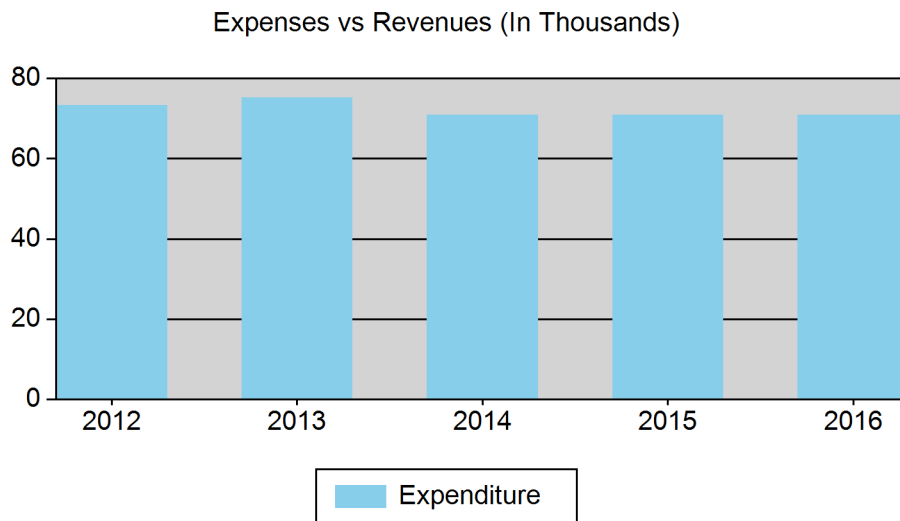
Costing Center Summary

Costing Center: WALKWAY MAINTENANCE

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Materials and Supplies				
54099 PARTS AND MATERIALS	4,242	1,000	4,232	4,358
54693 FLOOD PARTS & MATERIALS	0	17	0	0
Materials and Supplies Total	4,242	1,017	4,232	4,358
Other				
59080 INTERNAL EQUIPMENT RENTAL	1,332	0	0	0
Other Total	1,332	0	0	0
Salaries and Wages				
51083 REGULAR SALARIES	8,377	2,190	69,040	70,911
51697 FLOOD REGULAR SALARIES	0	29,650	0	0
Salaries and Wages Total	8,377	31,840	69,040	70,911
	13,951	32,857	73,272	75,269
			123.00%	2.73%
Net Total	(13,951)	(32,857)	(73,272)	(75,269)

Costing Center Summary

Costing Center: WALKWAY MAINTENANCE



Costing Center Summary

Costing Center: FIRE DEPT VEHICLES

Previous Costing Center: FIRE DEPT VEHICLES

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 4066

Department: FLEET SERVICES

Approved: No

Stage: Council Review

Manager: Tim Sanderson 729-2130

Description:

This cost center captures the revenues, expenses, and vehicle recovery charges associated with Fire Department vehicles.

The net effect of this account captures the difference between what it costs Fleet Services to purchase and maintaining those vehicles versus the amounts charged to the Fire Department as vehicle expense.

Comments:

Outlook:

Costing Center Summary

Costing Center: FIRE DEPT VEHICLES

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
49431	FIRE VEHICLE SALES	Decreased	10.00 %	50,000	45,000
Total Revenues:				50,000	45,000
Expenditures					
50001	LABOUR-SHOP MAINTENANCE	Increased	147.83 %	35,710	88,500
52032	VEHICLE INSURANCE	Not used this year		23,116	0
54099	PARTS AND MATERIALS	Not used this year		5,043	0
54103	GASOLINE #2	Not used this year		7,706	0
54104	DIESEL	Not used this year		7,522	0
54157	TIRES	Not used this year		1,445	0
58554	FIRE VEHICLES	Increased	0.09 %	176,576	176,742
59080	INTERNAL EQUIPMENT	Increased	9.88 %	(80,542)	(88,500)
59993	CAPITAL	Increased	4.08 %	(126,576)	(131,742)
Total Expenditures:				50,000	45,000

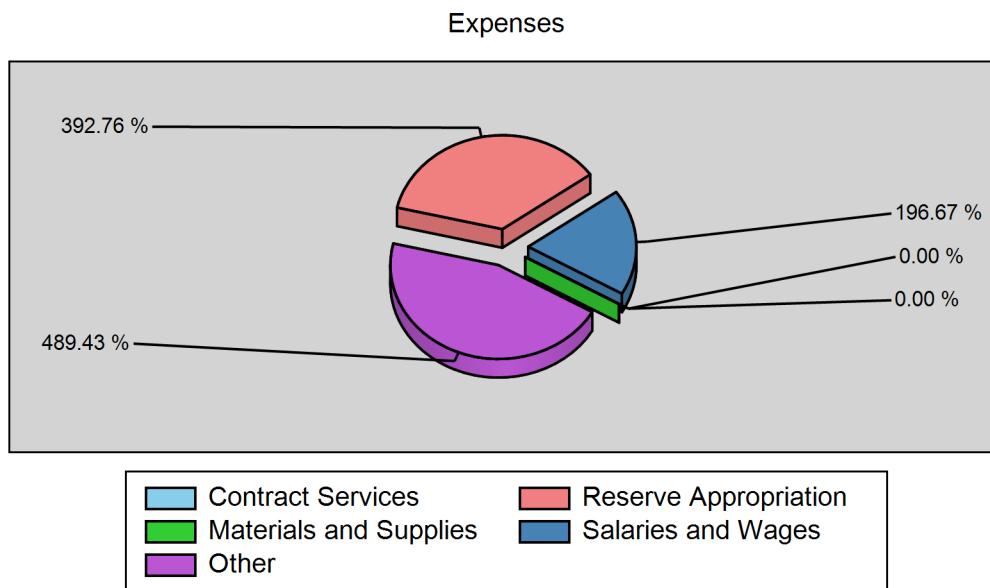
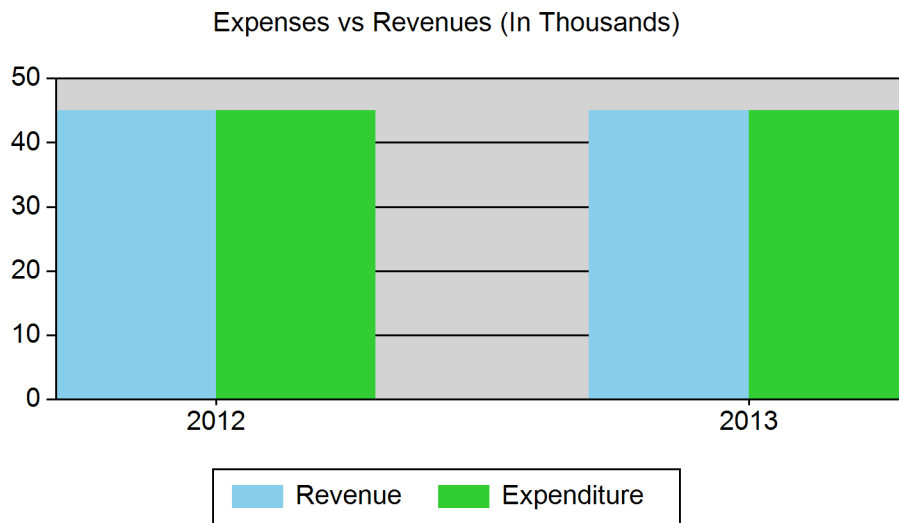
Costing Center Summary

Costing Center: FIRE DEPT VEHICLES

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
User Fees and Sales of Goods				
49431 FIRE VEHICLE SALES	0	15,000	45,000	45,000
User Fees and Sales of Goods Total	0	15,000	45,000	45,000
	0	15,000	45,000	45,000
			200.00%	0.00%
Expenditures				
Contract Services				
52032 VEHICLE INSURANCE	23,208	26,710	0	0
Contract Services Total	23,208	26,710	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	32,506	35,000	0	0
54103 GASOLINE #2	10,490	0	0	0
54104 DIESEL	11,754	0	0	0
54157 TIRES	1,304	2,000	0	0
Materials and Supplies Total	56,054	37,000	0	0
Other				
59080 INTERNAL EQUIPMENT RENTAL	(91,306)	(89,000)	(88,500)	(88,500)
59993 CAPITAL	0	(129,126)	(131,742)	(131,742)
Other Total	(91,306)	(218,126)	(220,242)	(220,242)
Reserve Appropriation				
58554 FIRE VEHICLES	0	144,126	176,742	176,742
Reserve Appropriation Total	0	144,126	176,742	176,742
Salaries and Wages				
50001 LABOUR-SHOP MAINTENANCE	0	0	88,500	88,500
51083 REGULAR SALARIES	42,434	22,500	0	0
Salaries and Wages Total	42,434	22,500	88,500	88,500
	30,391	12,210	45,000	45,000
			268.55%	0.00%
Net Total	(30,391)	2,790	0	0

Costing Center Summary

Costing Center: FIRE DEPT VEHICLES



Costing Center Summary

Costing Center: FLEET EQUIPMENT

Previous Costing Center: FLEET EQUIPMENT

Division: TRANSPORTATION
SERVICES

Department: FLEET SERVICES

Stage: Council Review

Budget Year: 2012

Accounting Reference: 0700

Approved: No

Manager: Tim Sanderson 729-2130

Description:

This account reflects the net revenue generated from internal equipment rentals of all equipment except transit buses, and/or police and fire vehicles and equipment.

The net effect of this account captures the difference between what it costs Fleet Services to purchase and maintaining those vehicles versus the amounts charged to the operating departments as vehicle expense.

Comments:

Outlook:

Costing Center Summary

Costing Center: FLEET EQUIPMENT

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
49224	GARAGE EQUIPMENT SALES	Decreased	16.82 %	751,347	625,000
Total Revenues:				751,347	625,000
Expenditures					
50001	LABOUR-SHOP MAINTENANCE	Increased	192.29 %	400,000	1,169,178
51083	REGULAR SALARIES	New this year		0	4,822
52032	VEHICLE INSURANCE	Not used this year		171,606	0
54099	PARTS AND MATERIALS	Not used this year		440,000	0
54103	GASOLINE #2	Not used this year		130,000	0
54104	DIESEL	Not used this year		350,000	0
54157	TIRES	Not used this year		60,000	0
54410	EQUIPMENT PURCHASES	Unchanged	0.00 %	200,000	200,000
58508	EQUIPMENT REPLACEMENT	Increased	11.09 %	2,303,347	2,558,800
59080	INTERNAL EQUIPMENT	Decreased	24.34 %	(1,551,606)	(1,174,000)
59993	CAPITAL	Increased	21.79 %	(1,752,000)	(2,133,800)
Total Expenditures:				751,347	625,000

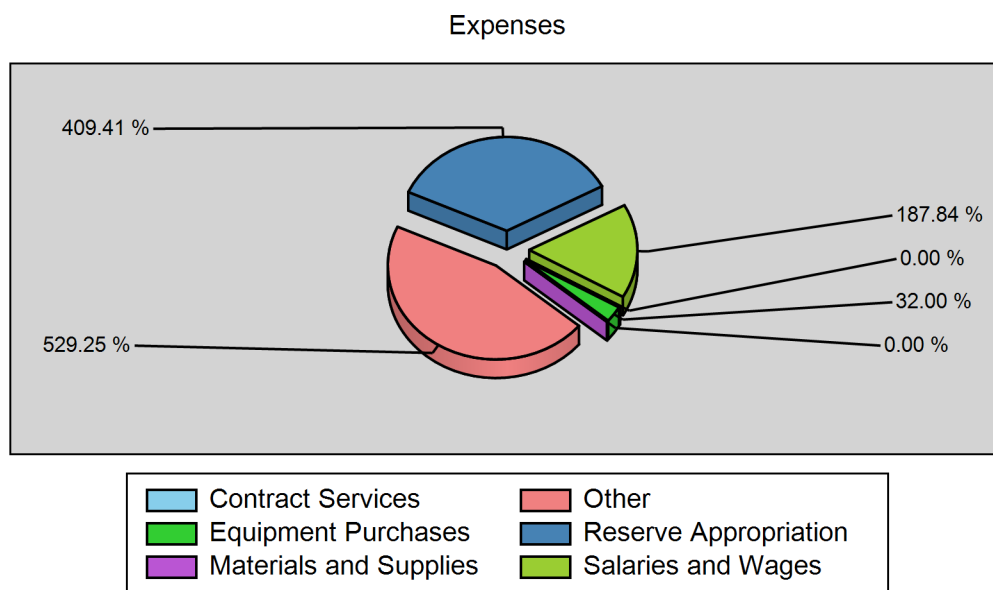
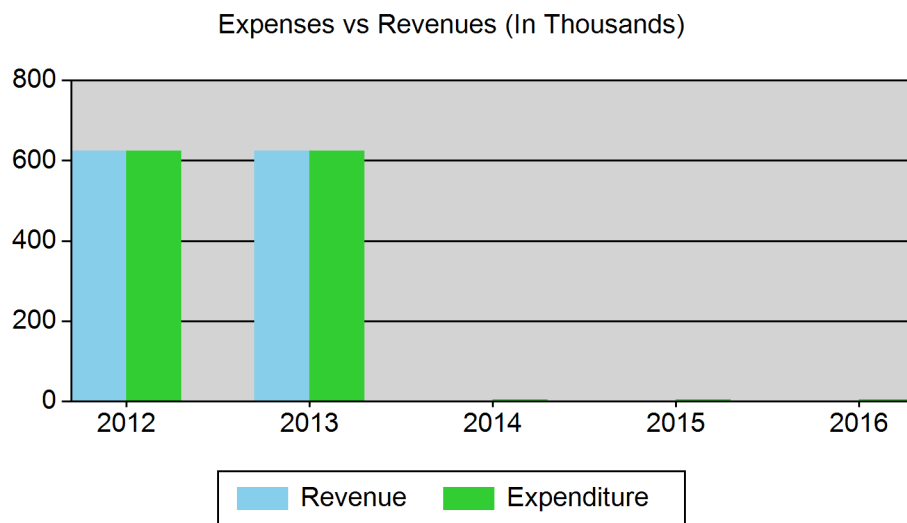
Costing Center Summary

Costing Center: FLEET EQUIPMENT

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
User Fees and Sales of Goods				
49224 GARAGE EQUIPMENT SALES	0	451,902	625,000	625,000
User Fees and Sales of Goods Total	0	451,902	625,000	625,000
	0	451,902	625,000	625,000
			38.30%	0.00%
Expenditures				
Contract Services				
52032 VEHICLE INSURANCE	170,410	0	0	0
Contract Services Total	170,410	0	0	0
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	77,000	200,000	200,000
Equipment Purchases Total	0	77,000	200,000	200,000
Materials and Supplies				
54099 PARTS AND MATERIALS	475,321	0	0	0
54103 GASOLINE #2	139,754	0	0	0
54104 DIESEL	417,004	0	0	0
54157 TIRES	90,184	0	0	0
Materials and Supplies Total	1,122,264	0	0	0
Other				
59080 INTERNAL EQUIPMENT RENTAL	(1,445,744)	(1,142,554)	(1,174,000)	(1,174,000)
59993 CAPITAL	0	(2,109,627)	(2,133,800)	(2,133,800)
Other Total	(1,445,744)	(3,252,181)	(3,307,800)	(3,307,800)
Reserve Appropriation				
58508 EQUIPMENT REPLACEMENT B/L 3675	0	2,492,229	2,558,800	2,558,800
Reserve Appropriation Total	0	2,492,229	2,558,800	2,558,800
Salaries and Wages				
50001 LABOUR-SHOP MAINTENANCE	0	1,300,554	1,169,178	1,169,087
51083 REGULAR SALARIES	464,387	0	4,822	4,913
Salaries and Wages Total	464,387	1,300,554	1,174,000	1,174,000
	311,318	617,602	625,000	625,000
			1.20%	0.00%
Net Total	(311,318)	(165,700)	0	0

Costing Center Summary

Costing Center: FLEET EQUIPMENT



Costing Center Summary

Costing Center: GARAGE SERVICES

Previous Costing Center: GARAGE SERVICES

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0135

Department: FLEET SERVICES

Approved: No

Stage: Council Review

Manager: Tim Sanderson 729-2130

Description:

This cost center captures the expenses associated with running the City garage.

The full time staff compliment for this department is 14.

1 Manager

1 Chargehand

9 Technicians

2 Apprentices

1 Engineering Technician II

Comments:

Under the leadership of the Director of Transportation Services, who reports directly to the General Manager of Operations, Garage Services provides maintenance services to the majority of the City of Brandon's vehicle and equipment fleet.

Outlook:

Costing Center Summary

Costing Center: GARAGE SERVICES

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
42394	FLEET RECOVERIES	Not used this year		1,200	0
42506	SCRAP METAL SALES	New this year		0	1,000
42520	OIL & FILTER RECOVERIES	Unchanged	0.00 %	3,000	3,000
Total Revenues:				4,200	4,000
Expenditures					
51017	TRAINING PAY	Not used this year		2,100	0
51083	REGULAR SALARIES	Increased	17.91 %	746,008	879,639
51084	OVERTIME SALARIES	Unchanged	0.00 %	6,000	6,000
51090	SHIFT DIFFERENTIAL	Unchanged	0.00 %	3,500	3,500
51122	BOOT ALLOWANCE	Increased	20.00 %	1,000	1,200
51123	PROTECTIVE CLOTHING	Unchanged	0.00 %	7,000	7,000
51141	TRAINING & DEVELOPMENT	Increased	39.45 %	4,000	5,578
51184	DOUBLE OVERTIME	Unchanged	0.00 %	1,500	1,500
51285	MEDICALS	Unchanged	0.00 %	300	300
51350	BANK TIME EARNED	Not used this year		25,000	0
52015	CONTRACTS	New this year		0	7,500
52032	VEHICLE INSURANCE	New this year		0	750
52054	MAINT OF EQUIP EXT	Increased	1,900.00 %	150	3,000
52069	PRINTING COSTS	Increased	175.00 %	200	550
53130	TELEPHONE REGULAR	Decreased	79.18 %	6,200	1,291
53131	TELEPHONE LONG DISTANCE	Decreased	26.67 %	150	110
53295	RADIO COSTS	Increased	20.00 %	1,000	1,200
54021	FREIGHT	Unchanged	0.00 %	200	200
54095	SHOP SUPPLIES	Decreased	23.75 %	35,411	27,000
54099	PARTS AND MATERIALS	Increased	50.51 %	19,600	29,500
54103	GASOLINE #2	New this year		0	8,335
54104	DIESEL	New this year		0	2,396
54266	TOOLS	Unchanged	0.00 %	5,000	5,000
59080	INTERNAL EQUIPMENT	Increased	0.58 %	33,958	34,154
59098	SUBSCRIPTIONS	New this year		0	7,000
59138	BUSINESS TRAVEL - MILEAGE	Increased	100.00 %	500	1,000
59139	CONFERENCE COSTS	Increased	100.00 %	2,500	5,000
59997	RECOVERIES INTERNAL	Decreased	2.31 %	(897,077)	(876,362)
Total Expenditures:				4,200	162,341

Costing Center Summary

Costing Center: GARAGE SERVICES

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Conditional Government Transfers				
43642 PROV-BUS PURCHASE	128,000	0	0	0
44500 FEDERAL GOV'T	0	0	0	0
Conditional Government Transfers Total	128,000	0	0	0
Other Income				
42994 RECOVERIES OTHER	0	0	0	0
49263 TRANSIT EQUIPMENT SALES	200	0	0	0
Other Income Total	200	0	0	0
User Fees and Sales of Goods				
42394 FLEET RECOVERIES	0	0	0	0
42506 SCRAP METAL SALES	1,455	1,300	1,000	1,000
42520 OIL & FILTER RECOVERIES	1,915	3,000	3,000	3,000
49224 GARAGE EQUIPMENT SALES	86,555	0	0	0
49452 POLICE VEHICLE SALES	41,327	0	0	0
User Fees and Sales of Goods Total	131,253	4,300	4,000	4,000
	259,453	4,300	4,000	4,000
			(6.98%)	0.00%
Expenditures				
Benefits				
51122 BOOT ALLOWANCE	1,227	1,130	1,200	1,300
51123 PROTECTIVE CLOTHING	7,700	6,000	7,000	7,100
51285 MEDICALS	491	300	300	300
Benefits Total	9,418	7,430	8,500	8,700
Contract Services				
52015 CONTRACTS	855	7,000	7,500	8,000
52029 LIABILITY INSURANCE	1,375	0	0	0
52032 VEHICLE INSURANCE	691	700	750	775
52054 MAINT OF EQUIP EXT	0	3,500	3,000	5,200
52069 PRINTING COSTS	0	550	550	600
Contract Services Total	2,921	11,750	11,800	14,575
Equipment Purchases				
54410 EQUIPMENT PURCHASES	8,940	140	0	0
Equipment Purchases Total	8,940	140	0	0
Materials and Supplies				
54021 FREIGHT	0	0	200	200
54062 LIABILITY CLAIMS	523	0	0	0
54095 SHOP SUPPLIES	50,423	40,411	27,000	45,000
54099 PARTS AND MATERIALS	19,963	40,600	29,500	44,000
54103 GASOLINE #2	0	8,000	8,335	8,335
54104 DIESEL	0	1,000	2,396	2,396
54266 TOOLS	9,302	5,000	5,000	5,200
54324 INVENTORY VARIANCE	179,599	0	0	0

Costing Center Summary

Costing Center: GARAGE SERVICES

		2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
54443	WELDING SUPPLIES	0	104	0	0
Materials and Supplies Total		259,809	95,115	72,431	105,131
Other					
51141	TRAINING & DEVELOPMENT COSTS	5,485	4,000	5,578	7,000
59014	WORK ORDERS	3,972	5,000	0	0
59048	LUNCHEONS	97	105	0	0
59080	INTERNAL EQUIPMENT RENTAL	34,410	34,154	34,154	34,154
59098	SUBSCRIPTIONS	4,533	3,971	7,000	7,200
59138	BUSINESS TRAVEL - MILEAGE	1,781	1,000	1,000	1,200
59139	CONFERENCE COSTS	2,043	5,000	5,000	6,000
59993	CAPITAL	(2,273,629)	0	0	0
Other Total		(2,221,308)	53,230	52,732	55,554
Reserve Appropriation					
58508	EQUIPMENT REPLACEMENT B/L 3675	1,838,555	0	0	0
58510	TRANSIT EQUIPMENT B/L 3654	128,000	0	0	0
58549	POLICE VEHICLES	305,255	0	0	0
58554	FIRE VEHICLES	126,576	0	0	0
58558	TRANSIT GAS TAX RESERVE	0	0	0	0
Reserve Appropriation Total		2,398,386	0	0	0
Salaries and Wages					
51001	LABOUR-SHOP MAINTENANCE	57,727	82,000	0	0
51017	TRAINING PAY	6,631	1,100	0	0
51083	REGULAR SALARIES	608,404	746,008	879,639	897,709
51084	OVERTIME SALARIES	5,401	46,000	6,000	6,200
51085	SICK PAY	30,246	0	0	0
51086	STATUTORY HOLIDAY PAY	31,342	0	0	0
51087	VACATION PAY	40,741	0	0	0
51090	SHIFT DIFFERENTIAL	3,460	3,500	3,500	3,600
51184	DOUBLE OVERTIME	7,929	0	1,500	1,500
51186	STATUTORY PREMIUM	274	0	0	0
51202	COMPASSIONATE PAY	4,060	0	0	0
51272	UNION LEAVE	0	0	0	0
51350	BANK TIME EARNED	46,676	0	0	0
51989	RECOVERY-WORKERS COMPENSATION	(667)	0	0	0
Salaries and Wages Total		842,224	878,608	890,639	909,009
Transfers to/from Internal Accounts					
59997	RECOVERIES INTERNAL	(1,065,623)	(897,077)	(876,362)	(873,526)
Transfers to/from Internal Accounts Total		(1,065,623)	(897,077)	(876,362)	(873,526)
Utilities					
53130	TELEPHONE REGULAR	6,730	3,200	1,291	1,291
53131	TELEPHONE LONG DISTANCE	205	150	110	110
		242,998	153,746	162,341	222,144
				5.59%	36.84%

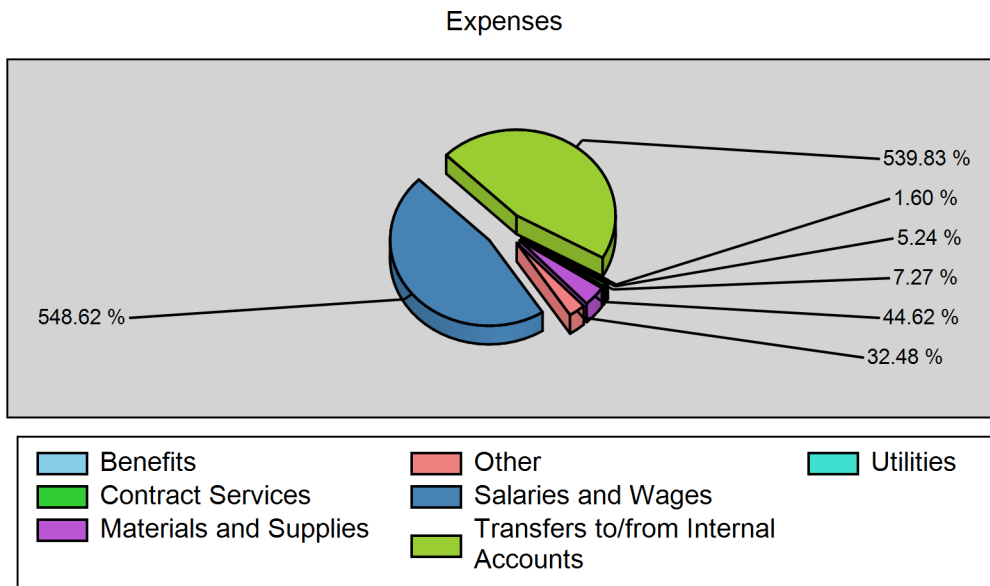
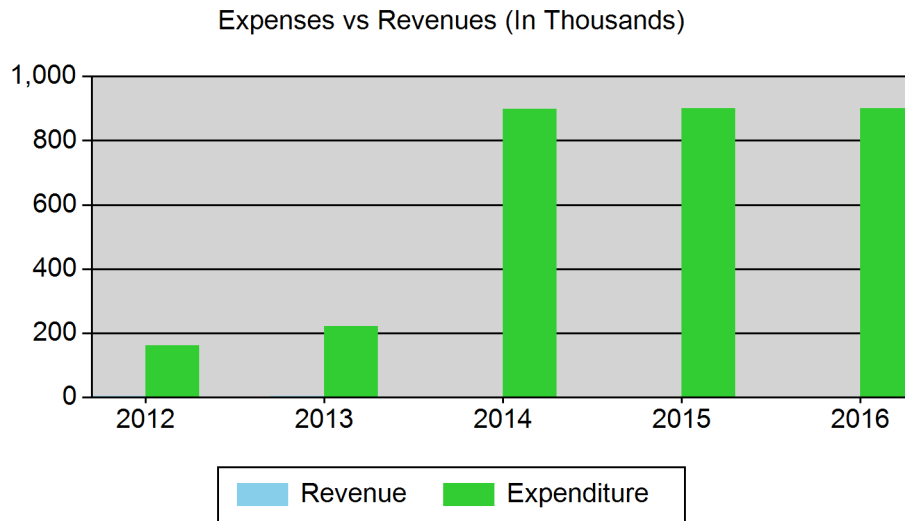
Costing Center Summary

Costing Center: GARAGE SERVICES

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
53295 RADIO COSTS	1,296	1,200	1,200	1,300
Utilities Total	8,230	4,550	2,601	2,701
	242,998	153,746	162,341	222,144
			5.59%	36.84%
Net Total	16,455	(149,446)	(158,341)	(218,144)

Costing Center Summary

Costing Center: GARAGE SERVICES



Costing Center Summary

Costing Center: POLICE DEPT VEHICLES

Previous Costing Center: POLICE DEPT
VEHICLES

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0084

Department: FLEET SERVICES

Approved: No

Stage: Council Review

Manager: Tim Sanderson 729-2130

Description:

This cost center captures the revenues, expenses, and vehicle recovery charges associated with Police Department vehicles.

The net effect of this account captures the difference between what it costs Fleet Services to purchase and maintaining those vehicles versus the amounts charged to the Police Department as vehicle expense.

Comments:

Outlook:

Costing Center Summary

Costing Center: POLICE DEPT VEHICLES

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
49452	POLICE VEHICLE SALES	Decreased	1.65 %	40,670	40,000
Total Revenues:				40,670	40,000
Expenditures					
50001	LABOUR-SHOP MAINTENANCE	Increased	168.32 %	80,314	215,500
52032	VEHICLE INSURANCE	Not used this year		45,255	0
54099	PARTS AND MATERIALS	Not used this year		61,443	0
54103	GASOLINE #2	Not used this year		126,268	0
54104	DIESEL	Not used this year		659	0
54157	TIRES	Not used this year		12,417	0
58549	POLICE VEHICLES	Increased	15.08 %	304,598	350,546
59080	INTERNAL EQUIPMENT	Decreased	33.97 %	(326,356)	(215,500)
59993	CAPITAL	Increased	17.66 %	(263,928)	(310,546)
Total Expenditures:				40,670	40,000

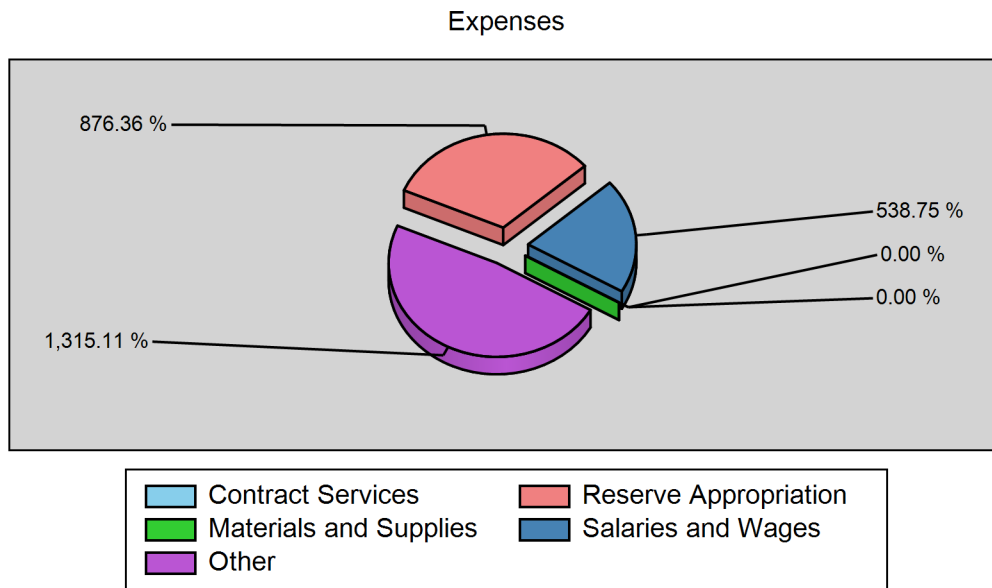
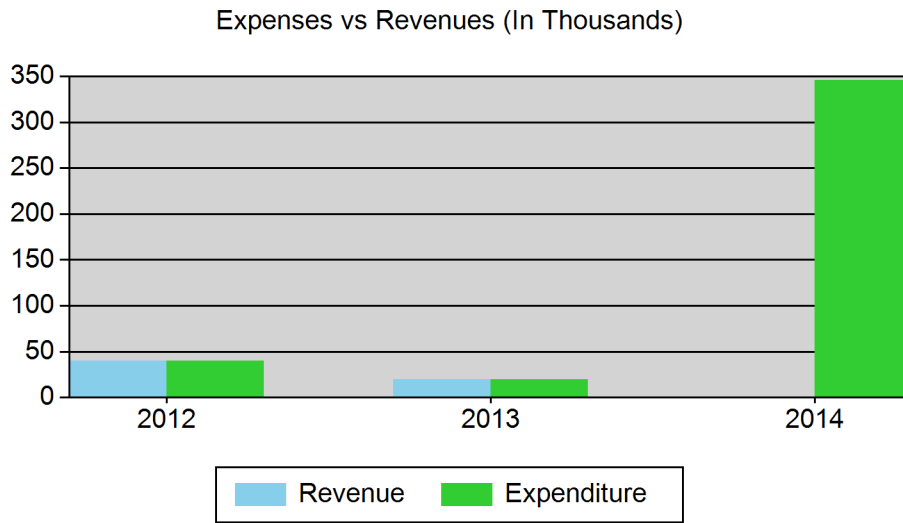
Costing Center Summary

Costing Center: POLICE DEPT VEHICLES

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
User Fees and Sales of Goods				
49452 POLICE VEHICLE SALES	0	40,670	40,000	20,000
User Fees and Sales of Goods Total	0	40,670	40,000	20,000
	0	40,670	40,000	20,000
			(1.65%)	(50.00%)
Expenditures				
Contract Services				
52032 VEHICLE INSURANCE	45,613	49,965	0	0
Contract Services Total	45,613	49,965	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	67,877	67,205	0	0
54103 GASOLINE #2	148,367	131,878	0	0
54104 DIESEL	524	0	0	0
54126 GASOLINE RECOVERY	0	(129,327)	0	0
54157 TIRES	26,107	15,904	0	0
Materials and Supplies Total	242,875	85,660	0	0
Other				
59080 INTERNAL EQUIPMENT RENTAL	(399,001)	(200,625)	(215,500)	(215,500)
59993 CAPITAL	0	(296,296)	(310,546)	(310,546)
Other Total	(399,001)	(496,921)	(526,046)	(526,046)
Reserve Appropriation				
58549 POLICE VEHICLES	0	336,966	350,546	330,546
Reserve Appropriation Total	0	336,966	350,546	330,546
Salaries and Wages				
50001 LABOUR-SHOP MAINTENANCE	0	0	215,500	215,500
51083 REGULAR SALARIES	107,451	65,000	0	0
Salaries and Wages Total	107,451	65,000	215,500	215,500
	(3,063)	40,670	40,000	20,000
			(1.65%)	(50.00%)
Net Total	3,063	0	0	0

Costing Center Summary

Costing Center: POLICE DEPT VEHICLES



Costing Center Summary

Costing Center: SCHOOL DIV EQUIPMENT

Previous Costing Center: SCHOOL DIV
EQUIPMENT

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0689

Department: FLEET SERVICES

Approved: No

Stage: Council Review

Manager: Tim Sanderson 729-2130

Description:

This cost center captures the net revenue generated by providing diesel fuel to the Brandon School Division.

Comments:

Outlook:

Costing Center Summary

Costing Center: SCHOOL DIV EQUIPMENT

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
42999	REVENUE	Unchanged	0.00 %	215,000	215,000
Total Revenues:				215,000	215,000
Expenditures					
51083	REGULAR SALARIES	Not used this year		24,000	0
54104	DIESEL	Increased	14.46 %	166,000	190,000
Total Expenditures:				190,000	190,000

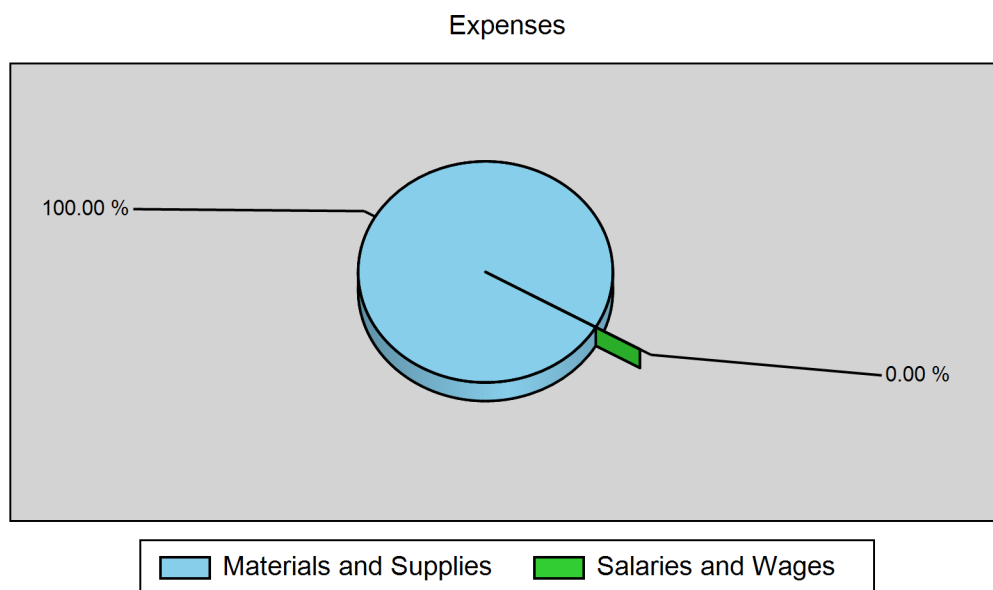
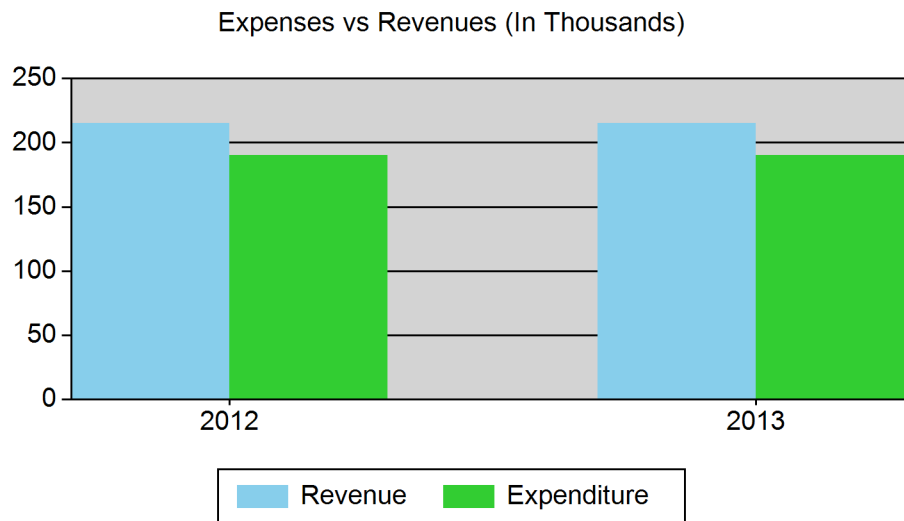
Costing Center Summary

Costing Center: SCHOOL DIV EQUIPMENT

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Other Income				
42083 REGULAR SALARIES	(182)	0	0	0
42999 REVENUE	232,783	215,000	215,000	215,000
Other Income Total	232,601	215,000	215,000	215,000
User Fees and Sales of Goods				
42099 PARTS AND MATERIALS	(1,081)	0	0	0
42104 DIESEL	(218,308)	0	0	0
User Fees and Sales of Goods Total	(219,389)	0	0	0
	13,213	215,000	215,000	215,000
			0.00%	0.00%
Expenditures				
Materials and Supplies				
54104 DIESEL	0	190,000	190,000	190,000
Materials and Supplies Total	0	190,000	190,000	190,000
Salaries and Wages				
51083 REGULAR SALARIES	0	0	0	0
Salaries and Wages Total	0	0	0	0
	0	190,000	190,000	190,000
			0.00%	0.00%
Net Total	13,213	25,000	25,000	25,000

Costing Center Summary

Costing Center: SCHOOL DIV EQUIPMENT



Costing Center Summary

Costing Center: STORES EXPENSES

Previous Costing Center: STORES EXPENSES

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 0016

Department: FLEET SERVICES

Approved: No

Stage: Council Review

Manager: Tim Sanderson 729-2130

Description:

This cost center covers the administrative cost of operating the City Stores Department.

The full time staff compliment for this department is 2.
2 - Stores Clerks.

Comments:

Outlook:

Costing Center Summary

Costing Center: STORES EXPENSES

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	99.47 %	52,096	103,915
51084	OVERTIME SALARIES	Unchanged	0.00 %	2,600	2,600
51122	BOOT ALLOWANCE	Unchanged	0.00 %	180	180
51123	PROTECTIVE CLOTHING	Unchanged	0.00 %	100	100
52015	CONTRACTS	Not used this year		1,000	0
52069	PRINTING COSTS	Unchanged	0.00 %	100	100
52252	DELIVERY - IN CITY	Increased	16.67 %	12,000	14,000
53130	TELEPHONE REGULAR	Decreased	46.17 %	1,800	969
53131	TELEPHONE LONG DISTANCE	Decreased	66.67 %	75	25
53132	FAX COSTS	Not used this year		900	0
54021	FREIGHT	Unchanged	0.00 %	100	100
54096	INTERNAL STATIONERY	Unchanged	0.00 %	250	250
54099	PARTS AND MATERIALS	Decreased	25.00 %	2,000	1,500
59080	INTERNAL EQUIPMENT	Unchanged	0.00 %	6,600	6,600
59138	BUSINESS TRAVEL - MILEAGE	Unchanged	0.00 %	100	100
59139	CONFERENCE COSTS	Not used this year		150	0
Total Expenditures:				80,051	130,439

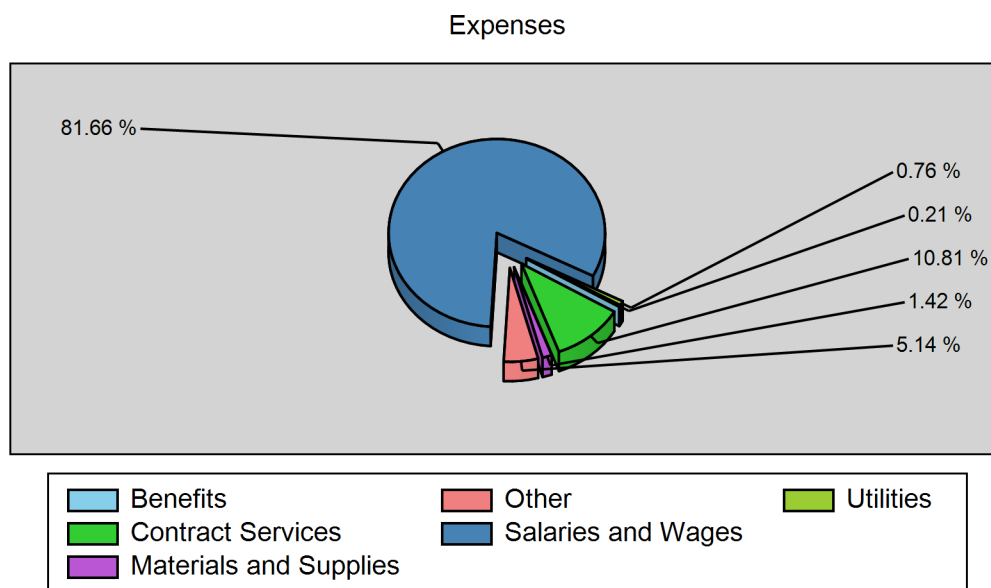
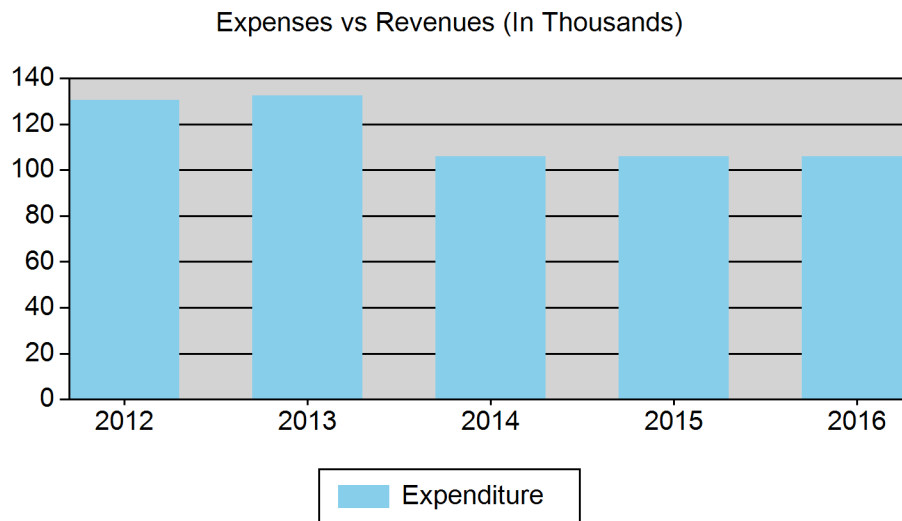
Costing Center Summary

Costing Center: STORES EXPENSES

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Benefits				
51122 BOOT ALLOWANCE	209	180	180	180
51123 PROTECTIVE CLOTHING	47	100	100	100
Benefits Total	256	280	280	280
Contract Services				
52015 CONTRACTS	0	0	0	0
52069 PRINTING COSTS	554	50	100	100
52252 DELIVERY - IN CITY	15,859	22,000	14,000	14,000
Contract Services Total	16,413	22,050	14,100	14,100
Materials and Supplies				
54021 FREIGHT	0	100	100	100
54096 INTERNAL STATIONERY	126	250	250	250
54099 PARTS AND MATERIALS	1,584	1,500	1,500	1,500
54324 INVENTORY VARIANCE	(3,479)	0	0	0
Materials and Supplies Total	(1,769)	1,850	1,850	1,850
Other				
59080 INTERNAL EQUIPMENT RENTAL	5,931	6,600	6,600	6,600
59138 BUSINESS TRAVEL - MILEAGE	0	100	100	100
59139 CONFERENCE COSTS	0	0	0	0
Other Total	5,931	6,700	6,700	6,700
Salaries and Wages				
51083 REGULAR SALARIES	92,306	52,096	103,915	105,949
51084 OVERTIME SALARIES	10,055	2,600	2,600	2,600
Salaries and Wages Total	102,362	54,696	106,515	108,549
Utilities				
53130 TELEPHONE REGULAR	2,338	1,800	969	969
53131 TELEPHONE LONG DISTANCE	60	75	25	25
53132 FAX COSTS	0	0	0	0
Utilities Total	2,398	1,875	994	994
	125,591	87,451	130,439	132,473
			49.16%	1.56%
Net Total	(125,591)	(87,451)	(130,439)	(132,473)

Costing Center Summary

Costing Center: STORES EXPENSES



Costing Center Summary

Costing Center: TRANSIT EQUIPMENT

Previous Costing Center: TRANSIT EQUIPMENT

Budget Year: 2012

Division: TRANSPORTATION
SERVICES

Accounting Reference: 3963

Department: FLEET SERVICES

Approved: No

Stage: Council Review

Manager: Tim Sanderson 729-2130

Description:

This cost center captures the revenues, expenses, and vehicle recovery charges associated with Transit Department vehicles.

The net effect of this account captures the difference between what it costs Fleet Services to purchase and maintaining those vehicles versus the amounts charged to the Transit Department as vehicle expense.

Comments:

Outlook:

Costing Center Summary

Costing Center: TRANSIT EQUIPMENT

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
43642	PROV-BUS PURCHASE	Unchanged	0.00 %	128,000	128,000
44500	FEDERAL GOV'T	Decreased	1.63 %	391,590	385,200
49263	TRANSIT EQUIPMENT SALES	New this year		0	12,000
Total Revenues:				519,590	525,200
Expenditures					
50001	LABOUR-SHOP MAINTENANCE	Increased	85.62 %	279,206	518,250
52032	VEHICLE INSURANCE	Not used this year		43,038	0
54099	PARTS AND MATERIALS	Not used this year		209,200	0
54103	GASOLINE #2	Not used this year		215	0
54104	DIESEL	Not used this year		469,947	0
54157	TIRES	Not used this year		20,844	0
58510	TRANSIT EQUIPMENT B/L 3654	Increased	9.38 %	128,000	140,000
58558	TRANSIT GAS TAX RESERVE	Decreased	1.63 %	391,590	385,200
59080	INTERNAL EQUIPMENT	Decreased	49.31 %	(1,022,450)	(518,250)
Total Expenditures:				519,590	525,200

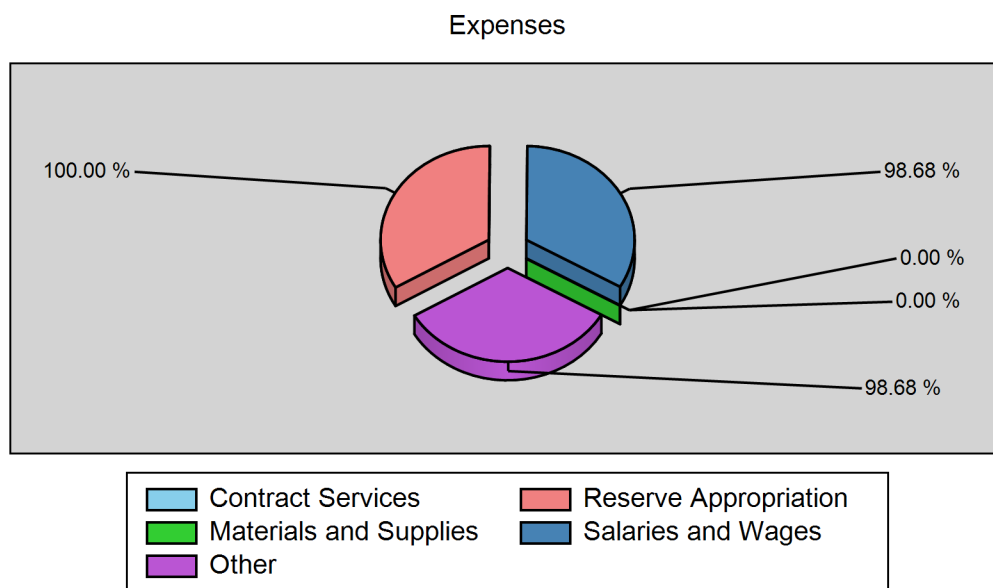
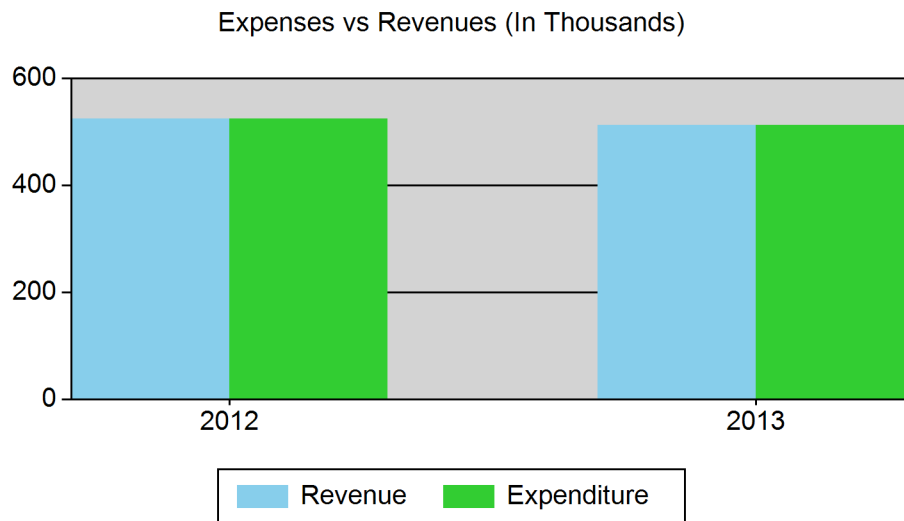
Costing Center Summary

Costing Center: TRANSIT EQUIPMENT

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Conditional Government Transfers				
43642 PROV-BUS PURCHASE	0	128,000	128,000	128,000
44500 FEDERAL GOV'T	385,200	385,200	385,200	385,200
Conditional Government Transfers Total	385,200	513,200	513,200	513,200
Other Income				
49263 TRANSIT EQUIPMENT SALES	0	16,000	12,000	0
Other Income Total	0	16,000	12,000	0
	385,200	529,200	525,200	513,200
			(0.76%)	(2.28%)
Expenditures				
Contract Services				
52032 VEHICLE INSURANCE	39,985	0	0	0
Contract Services Total	39,985	0	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	318,456	0	0	0
54103 GASOLINE #2	14	0	0	0
54104 DIESEL	503,766	0	0	0
54157 TIRES	19,220	0	0	0
Materials and Supplies Total	841,456	0	0	0
Other				
59080 INTERNAL EQUIPMENT RENTAL	(1,064,233)	(528,000)	(518,250)	(518,250)
Other Total	(1,064,233)	(528,000)	(518,250)	(518,250)
Reserve Appropriation				
58510 TRANSIT EQUIPMENT B/L 3654	0	144,000	140,000	128,000
58558 TRANSIT GAS TAX RESERVE	385,200	385,200	385,200	385,200
Reserve Appropriation Total	385,200	529,200	525,200	513,200
Salaries and Wages				
50001 LABOUR-SHOP MAINTENANCE	0	497,000	518,250	518,250
51083 REGULAR SALARIES	463,197	0	0	0
Salaries and Wages Total	463,197	497,000	518,250	518,250
	665,604	498,200	525,200	513,200
			5.42%	(2.28%)
Net Total	(280,404)	31,000	0	0

Costing Center Summary

Costing Center: TRANSIT EQUIPMENT



Costing Center Summary

Costing Center: PARKING METERS

Previous Costing Center: PARKING METERS

Division: TRANSPORTATION
SERVICES

Department: PARKING AND
DRAINAGE

Stage: Council Review

Budget Year: 2012

Accounting Reference: 1793

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center captures the administrative and material costs associated with the maintenance of all City parking meters.

The full time staff compliment for this department consists of 2 Tradesworkers.

Comments:

An additional \$30,000 has been requested to replace the old style meters. The new style meters lead to greater revenues and less maintenance.

Outlook:

Electronic parking meter clocks are replacing the City's aging mechanical clocks. The old style meters can no longer be purchased, and the new clocks are more user friendly and easier to maintain.

Costing Center Summary

Costing Center: PARKING METERS

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Revenues					
42990	RECEIPTS	Increased	5.26 %	190,000	200,000
Total Revenues:				190,000	200,000
Expenditures					
51083	REGULAR SALARIES	Increased	0.80 %	54,307	54,739
51100	UNIFORMS	Unchanged	0.00 %	350	350
51350	BANK TIME EARNED	Not used this year		309	0
54099	PARTS AND MATERIALS	Increased	13.64 %	22,000	25,000
54103	GASOLINE #2	New this year		0	2,990
54410	EQUIPMENT PURCHASES	Unchanged	0.00 %	30,000	30,000
59080	INTERNAL EQUIPMENT	Decreased	19.44 %	11,875	9,567
Total Expenditures:				118,841	122,646

Costing Center Summary

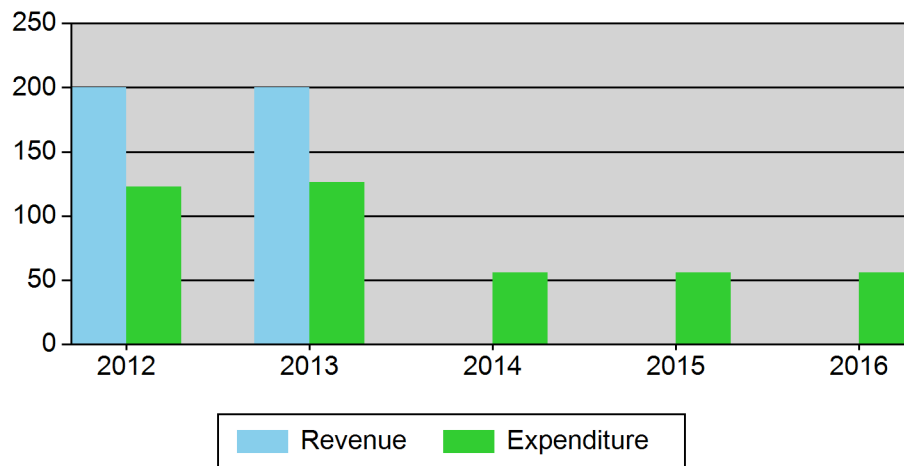
Costing Center: PARKING METERS

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Revenues				
Other Income				
42990 RECEIPTS	213,849	190,000	200,000	200,000
Other Income Total	213,849	190,000	200,000	200,000
	213,849	190,000	200,000	200,000
			5.26%	0.00%
Expenditures				
Benefits				
51100 UNIFORMS	159	350	350	350
Benefits Total	159	350	350	350
Equipment Purchases				
54410 EQUIPMENT PURCHASES	47,984	0	30,000	30,000
Equipment Purchases Total	47,984	0	30,000	30,000
Materials and Supplies				
54099 PARTS AND MATERIALS	7,532	52,000	25,000	27,500
54103 GASOLINE #2	0	3,175	2,990	2,990
Materials and Supplies Total	7,532	55,175	27,990	30,490
Other				
59014 WORK ORDERS	1,208	0	0	0
59080 INTERNAL EQUIPMENT RENTAL	10,348	8,700	9,567	9,567
Other Total	11,556	8,700	9,567	9,567
Salaries and Wages				
51083 REGULAR SALARIES	39,146	54,307	54,739	55,765
51350 BANK TIME EARNED	345	309	0	309
Salaries and Wages Total	39,491	54,616	54,739	56,074
	106,722	118,841	122,646	126,480
			3.20%	3.13%
Net Total	107,128	71,159	77,354	73,520

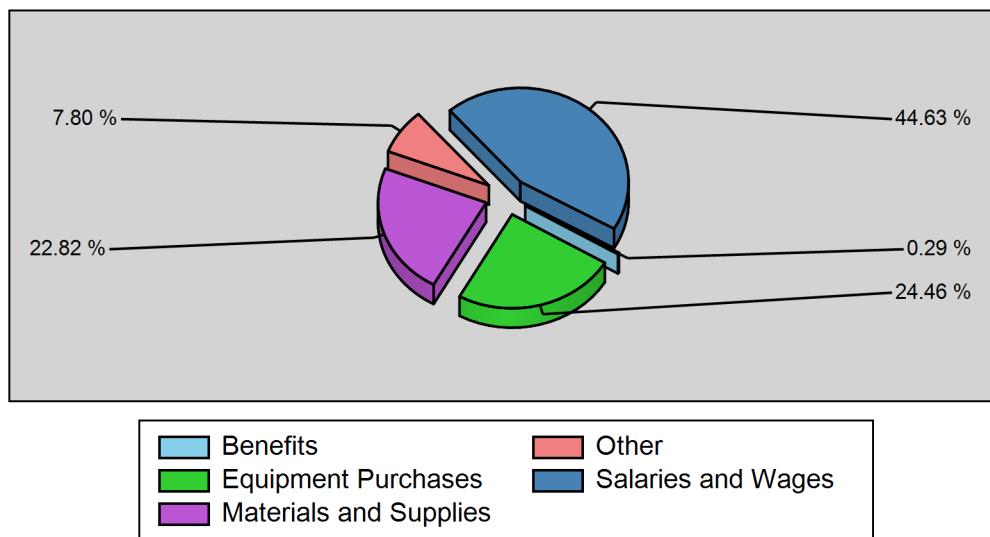
Costing Center Summary

Costing Center: PARKING METERS

Expenses vs Revenues (In Thousands)



Expenses



Costing Center Summary

Costing Center: STORM SEWERS

Previous Costing Center: STORM SEWERS

Division: TRANSPORTATION
SERVICES

Department: PARKING AND
DRAINAGE

Stage: Council Review

Budget Year: 2012

Accounting Reference: 1792

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center provides funds for maintenance of infrastructure related to surface water that drains from the streets through catch basins and into the storm system to the river.

The full time staff compliment for the storm sewers / surface drainage department is 14, consisting of Operators and Boiler Operators.

In addition, the department utilizes 3 Casual Laborers.

Comments:

This cost center can see drastic cost swings depending on the spring, freeze/thaw cycles, and the amounts of rainfall that the City experiences.

Outlook:

Continued maintenance and cleaning of catch basins will help to reduce overall costs in this account.

Costing Center Summary

Costing Center: STORM SEWERS

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	119.43 %	26,045	57,150
51084	OVERTIME SALARIES	Unchanged	0.00 %	3,000	3,000
51184	DOUBLE OVERTIME	Unchanged	0.00 %	3,300	3,300
51350	BANK TIME EARNED	Not used this year		3,925	0
53150	WATER	Unchanged	0.00 %	250	250
54099	PARTS AND MATERIALS	Decreased	17.49 %	9,700	8,003
59080	INTERNAL EQUIPMENT	Increased	33.33 %	10,000	13,333
59964	SOD RESTORATION	Unchanged	0.00 %	1,500	1,500
59965	PAVING RESTORATION	Unchanged	0.00 %	4,400	4,400
59966	CONCRETE RESTORATION	Unchanged	0.00 %	1,000	1,000
Total Expenditures:				63,120	91,936

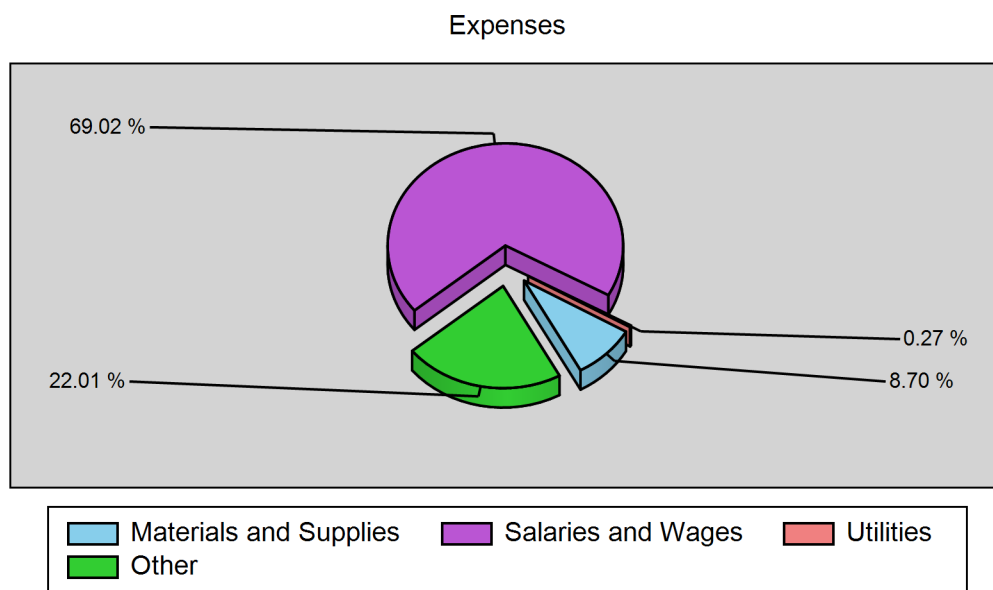
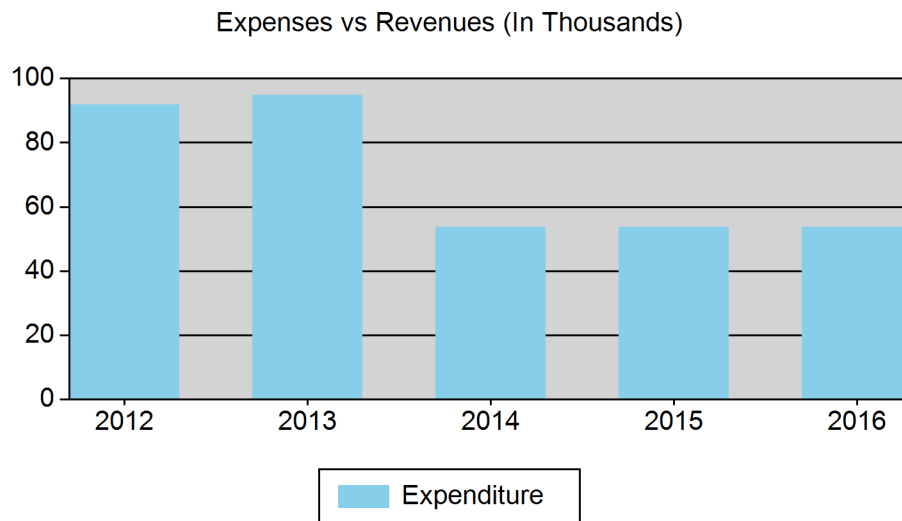
Costing Center Summary

Costing Center: STORM SEWERS

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52692 FLOOD EXTERNAL EQUIPMENT	0	1,425	0	0
Contract Services Total	0	1,425	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	13,316	7,890	8,003	10,494
54693 FLOOD PARTS & MATERIALS	0	6,143	0	0
Materials and Supplies Total	13,316	14,033	8,003	10,494
Other				
59080 INTERNAL EQUIPMENT RENTAL	8,926	5,667	13,333	13,333
59964 SOD RESTORATION	0	1,500	1,500	1,500
59965 PAVING RESTORATION	6,834	4,400	4,400	4,400
59966 CONCRETE RESTORATION	476	1,000	1,000	1,000
Other Total	16,236	12,567	20,233	20,233
Salaries and Wages				
51083 REGULAR SALARIES	32,233	14,665	57,150	53,686
51084 OVERTIME SALARIES	2,024	0	3,000	3,060
51184 DOUBLE OVERTIME	0	0	3,300	3,060
51350 BANK TIME EARNED	2,799	0	0	4,004
51697 FLOOD REGULAR SALARIES	0	6,049	0	0
51698 FLOOD OVERTIME	0	14,131	0	0
Salaries and Wages Total	37,056	34,845	63,450	63,810
Utilities				
53150 WATER	0	250	250	250
Utilities Total	0	250	250	250
	66,607	63,120	91,936	94,787
			45.65%	3.10%
Net Total	(66,607)	(63,120)	(91,936)	(94,787)

Costing Center Summary

Costing Center: STORM SEWERS



Costing Center Summary

Costing Center: SURFACE DRAINAGE

Previous Costing Center: SURFACE DRAINAGE

Division: TRANSPORTATION
SERVICES

Department: PARKING AND
DRAINAGE

Stage: Council Review

Budget Year: 2012

Accounting Reference: 1791

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center captures the administrative and materials costs associated with the regular cleaning of and improvements to the water run off ditch system. This system is utilized in cases where storm sewers do not exist.

The full time staff compliment for the storm sewers / surface drainage department is 14, consisting of Operators and Boiler Operators.
In addition, the department utilizes 3 Casual Laborers.

Comments:

The ditches within the City of Brandon require regular maintenance due to silt buildups and vegetation growth.

There are several locations throughout the City needing larger culverts and ditch modifications to maintain and control run off so we can help eliminate the potential for flooding in residential areas.

Outlook:

Costing Center Summary

Costing Center: SURFACE DRAINAGE

Changes to Costing Center:

GL Account	GL Account Description	Changes	Percent Change	2011 Approved Stage	2012 Amount
Expenditures					
51083	REGULAR SALARIES	Increased	127.00 %	32,594	73,988
51084	OVERTIME SALARIES	Increased	38.69 %	2,223	3,083
51184	DOUBLE OVERTIME	Increased	171.82 %	1,164	3,164
51350	BANK TIME EARNED	Not used this year		3,175	0
52015	CONTRACTS	Increased	100.00 %	60,000	120,000
52081	EXTERNAL EQUIPMENT	Unchanged	0.00 %	1,000	1,000
53150	WATER	Increased	3.00 %	100	103
54099	PARTS AND MATERIALS	Unchanged	0.00 %	10,143	10,143
54103	GASOLINE #2	New this year		0	10,041
54104	DIESEL	New this year		0	3,819
59080	INTERNAL EQUIPMENT	Decreased	24.76 %	18,850	14,183
59961	SOD RESTORATION	Unchanged	0.00 %	8,500	8,500
59962	PAVING RESTORATION	Not used this year		800	0
59963	CONCRETE RESTORATION	Not used this year		400	0
Total Expenditures:				138,949	248,024

Costing Center Summary

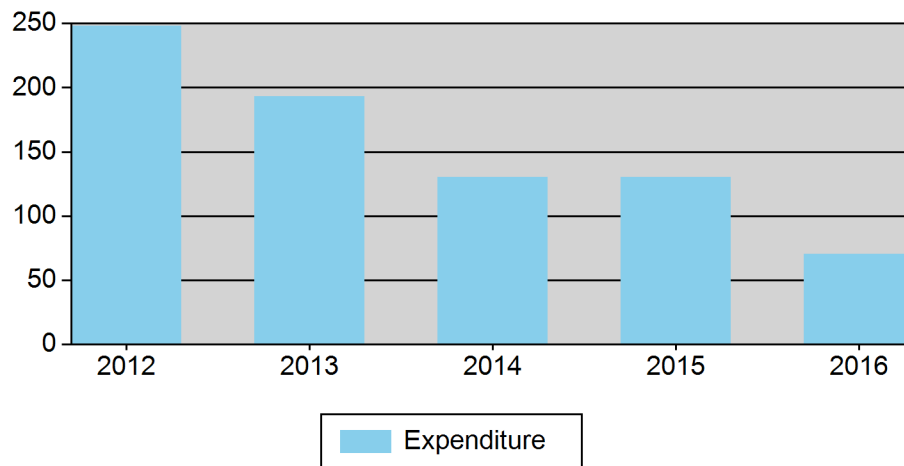
Costing Center: SURFACE DRAINAGE

	2010 Actuals	2011 Revised Budget	2012 Current Budget	2013 Forecast
Expenditures				
Contract Services				
52015 CONTRACTS	0	60,000	120,000	60,000
52081 EXTERNAL EQUIPMENT RENTAL	0	1,000	1,000	1,000
52692 FLOOD EXTERNAL EQUIPMENT	0	863,589	0	0
Contract Services Total	0	924,589	121,000	61,000
Materials and Supplies				
54099 PARTS AND MATERIALS	8,938	10,143	10,143	11,157
54103 GASOLINE #2	0	9,483	10,041	10,041
54104 DIESEL	0	0	3,819	3,819
54693 FLOOD PARTS & MATERIALS	0	42,592	0	0
54695 FLOOD DIESEL	0	108,409	0	0
Materials and Supplies Total	8,938	170,627	24,003	25,017
Other				
59014 WORK ORDERS	803	0	0	0
59080 INTERNAL EQUIPMENT RENTAL	17,230	9,267	14,183	14,183
59691 FLOOD INTERNAL EQUIPMENT	0	380	0	0
59961 SOD RESTORATION	4,911	8,500	8,500	8,500
59962 PAVING RESTORATION	0	0	0	0
59963 CONCRETE RESTORATION	0	0	0	0
Other Total	22,945	18,147	22,683	22,683
Salaries and Wages				
51083 REGULAR SALARIES	30,853	32,594	73,988	70,537
51084 OVERTIME SALARIES	600	3,023	3,083	3,145
51184 DOUBLE OVERTIME	1,459	2,564	3,164	3,164
51350 BANK TIME EARNED	5,468	2,175	0	7,500
51697 FLOOD REGULAR SALARIES	0	348,098	0	0
51698 FLOOD OVERTIME	0	635,893	0	0
Salaries and Wages Total	38,380	1,024,347	80,235	84,346
Utilities				
53150 WATER	0	100	103	134
Utilities Total	0	100	103	134
	70,263	2,137,810	248,024	193,180
			(88.40%)	(22.11%)
Net Total	(70,263)	(2,137,810)	(248,024)	(193,180)

Costing Center Summary

Costing Center: SURFACE DRAINAGE

Expenses vs Revenues (In Thousands)



Expenses

