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Costing Center Summary

Costing Center: CITY MANAGER

Previous Costing Center: CITY MANAGER

Division: GENERAL

Department: CITY MANAGER

Stage: Council Review

Budget Year: 2015

Accounting Reference: 6270

Approved: No

Manager: Scott Hildebrand 729-2204

Description:

This cost center is for the operation of the City Manager's Office.

Comments:

Other costs are for attendance at the Federation of Canadian Municipalities, Canadian Association of Municipal Administrators and the International City Managers Conference as well as any authorized Association of Manitoba Municipalities Meetings.

Outlook:

Expenses for this department are quite consistent from year to year, the main variable being conferences and travel costs.

Costing Center Summary

Costing Center: CITY MANAGER

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Benefits			
51010 MISC EMPLOYEE ALLOWANCE	9,000	9,000	9,000
Benefits Total	9,000	9,000	9,000
Contract Services			
52069 PRINTING COSTS	300	300	300
Contract Services Total	300	300	300
Grants and Contributions			
55167 PUBLIC RELATIONS	600	600	600
Grants and Contributions Total	600	600	600
Materials and Supplies			
54099 PARTS AND MATERIALS	2,500	1,700	1,700
Materials and Supplies Total	2,500	1,700	1,700
Other			
51141 TRAINING & DEVELOPMENT COSTS	1,000	2,500	2,500
59048 LUNCHEONS	2,500	2,000	2,000
59059 MEMBERSHIP	790	820	840
59098 SUBSCRIPTIONS	225	230	235
59138 BUSINESS TRAVEL - MILEAGE	3,400	3,400	3,400
59139 CONFERENCE COSTS	7,340	4,060	6,950
Other Total	15,255	13,010	15,925
Salaries and Wages			
51083 REGULAR SALARIES	299,915	306,513	312,427
51084 OVERTIME SALARIES		0	0
Salaries and Wages Total	299,915	306,513	312,427
Utilities			
53130 TELEPHONE REGULAR	1,700	1,500	1,600
Utilities Total	1,700	1,500	1,600
	329,270	332,623	341,552
Net Total	(329,270)	(332,623)	(341,552)

Costing Center Summary

Costing Center: CORPORATE COMMUNICATIONS

Previous Costing Center: CORPORATE
Division: GENERAL
Department: CITY MANAGER
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2089
Approved: No
Manager: Scott Hildebrand 729-2204

Description:

This cost center is to cover the salary and general operating expenses for the Director of Communications.

Comments:

The Corporate Communications Department consists of the Director of Communications, who is responsible for the planning, development, implementation & coordination of all internal/external communication and public relations strategies and activities for the City of Brandon.

Outlook:

The Director of Communications will continue to work with City Administration to develop and deliver strategic messages for the City organization, including news releases and promotional publications, newsletters, budget communications, social media marketing and, if the need arises, emergency public information during an emergency response.

Costing Center Summary

Costing Center: CORPORATE COMMUNICATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52069 PRINTING COSTS	300	300	300
Contract Services Total	300	300	300
Materials and Supplies			
54099 PARTS AND MATERIALS	300	300	300
Materials and Supplies Total	300	300	300
Other			
51141 TRAINING & DEVELOPMENT COSTS	2,500	0	1,000
59003 ADVERTISING	500	4,000	4,000
59048 LUNCHEONS	400	400	400
59059 MEMBERSHIP	350	0	0
59138 BUSINESS TRAVEL - MILEAGE	350	150	150
59139 CONFERENCE COSTS	2,500	1,150	1,150
Other Total	6,600	5,700	6,700
Salaries and Wages			
51083 REGULAR SALARIES	85,552	88,378	90,060
Salaries and Wages Total	85,552	88,378	90,060
Utilities			
53130 TELEPHONE REGULAR	1,100	875	875
Utilities Total	1,100	875	875
	93,852	95,553	98,235
Net Total	(93,852)	(95,553)	(98,235)

Costing Center Summary

Costing Center: CLERKS OPERATIONS

Previous Costing Center: CLERKS OPERATIONS

Division: GENERAL

Department: CLERKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2090

Approved: No

Manager: Heather Ewasuik 729-2206

Description:

This cost center is for the costs associated with the City Clerk's division.

Comments:

The City Clerk's Office provides the advisory and administrative support required by the legislative/administrative functions of City Council and its various standing or special committees. It is also responsible for the preparation of by-laws and policies in consultation with the various City Departments. The major portion of the expenditures assigned to this costing centre is for staff salaries and related benefits.

A restructuring of the Clerk's Department has resulted in the elimination of the Deputy City Clerk position.

Revenue is obtained from the set-up and rental of the Civic Administration Building and the recouping of administration and security costs from outside agencies/organizations who utilize the building on weekends or after hours.

Outlook:

Staff continue to work towards their attainment of the Certificate in Manitoba Municipal Administration, and the National Association of Parliamentarians designation, which will increase their knowledge and skill level.

An increasing amount of legislative material such as the consolidated versions of Provincial Acts, the Manitoba Gazette and Sessional Bills are now available in electronic formatting, eliminating the need for a subscription to paper copies of these documents.

Costing Center Summary

Costing Center: CLERKS OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
44500 FEDERAL GOV'T	0	0	0
Conditional Government Transfers Total	0	0	0
Other Income			
42999 REVENUE	3,790	4,095	4,150
Other Income Total	3,790	4,095	4,150
	3,790	4,095	4,150
Expenditures			
Contract Services			
52020 PROFESSIONAL FEES		0	0
52054 MAINT OF EQUIP EXT	960	0	0
52069 PRINTING COSTS	200	325	325
52072 LEGAL FEES	5,000	0	0
52252 DELIVERY - IN CITY		0	0
52755 CLEANING CONTRACT	330	350	350
52759 SECURITY	1,600	1,600	1,600
Contract Services Total	8,090	2,275	2,275
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	800	500
Equipment Purchases Total	0	800	500
Materials and Supplies			
54099 PARTS AND MATERIALS	2,620	2,120	1,120
Materials and Supplies Total	2,620	2,120	1,120
Other			
51141 TRAINING & DEVELOPMENT COSTS	4,750	4,250	3,300
59003 ADVERTISING	400	400	400
59014 WORK ORDERS		0	0
59048 LUNCHEONS	600	400	400
59059 MEMBERSHIP	1,175	1,175	1,225
59098 SUBSCRIPTIONS	595	600	750
59138 BUSINESS TRAVEL - MILEAGE	750	600	650
59139 CONFERENCE COSTS	2,750	2,875	2,700
Other Total	11,020	10,300	9,425
Salaries and Wages			
51083 REGULAR SALARIES	435,553	327,371	338,517
51084 OVERTIME SALARIES	4,500	3,500	3,500
51231 INTERNAL SALARIES		0	0
Salaries and Wages Total	440,053	330,871	342,017
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total	0	0	0
Utilities			
53130 TELEPHONE REGULAR	3,400	2,410	2,410
Utilities Total	3,400	2,410	2,410

Costing Center Summary

Costing Center: CLERKS OPERATIONS

	465,183	348,776	357,747
Net Total	(461,393)	(344,681)	(353,597)

Costing Center Summary

Costing Center: COUNCIL EXPENSES

Previous Costing Center: COUNCIL EXPENSES

Division: GENERAL

Department: CLERKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2431

Approved: No

Manager: Heather Ewasuik 729-2206

Description:

This costing center provides for the remuneration, indemnity, and expenses of the Mayor and City Council as provided for in By-law No. 6830, under the authority of The Municipal Act. Funds are required for the administrative support services and other expenses incurred by and for elected officials in the performance of their civic duties.

Comments:

Council expenses and indemnities are increased annually by a percentage equal to the increase in the Consumer Price Index (CPI) for Manitoba which has been estimated at 2% for 2015 and 2016.

The promotion and goodwill of the City of Brandon through sponsorship, gifts, promotions, special luncheons, etc. is also included.

Outlook:

Council expenses and indemnities will continue to be adjusted in relation to the change in CPI for Manitoba. The salaries and benefits provided to the Mayor, Deputy Mayor and Councillors as set out in the Indemnity By-law. Travel expenses for FCM and AMM conferences vary from year to year as the location changes.

Funding has been provided in 2015 for a Council Retreat to lay out the strategic roadmap for the upcoming term of the new Council.

Costing Center Summary

Costing Center: COUNCIL EXPENSES

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures				
Benefits				
51010	MISC EMPLOYEE ALLOWANCE	4,200	4,200	4,200
51159	MAX COUNCIL PER DIEM	1,930	1,935	1,975
51163	MAX TAXABLE PER DIEM	3,860	3,870	3,950
51187	RRSP CONTRIBUTION	(0)	3,500	3,500
Benefits Total		9,990	13,505	13,625
Contract Services				
52015	CONTRACTS		0	0
52020	PROFESSIONAL FEES	100	100	100
52028	FIRE INSURANCE	387	398	410
52079	BUILDING RENTAL		0	0
52081	EXTERNAL EQUIPMENT RENTAL		0	0
52759	SECURITY	2,100	2,100	2,205
Contract Services Total		2,587	2,598	2,715
Equipment Purchases				
54410	EQUIPMENT PURCHASES	500	500	0
Equipment Purchases Total		500	500	0
Grants and Contributions				
55167	PUBLIC RELATIONS	19,150	21,150	19,400
55293	FRIENDS OF BRANDON ASSOCIATION	500	500	500
55462	ECKHARDT-GRAMATTE	1,000	1,000	1,000
Grants and Contributions Total		20,650	22,650	20,900
Materials and Supplies				
54099	PARTS AND MATERIALS	3,450	3,180	3,180
Materials and Supplies Total		3,450	3,180	3,180
Other				
51141	TRAINING & DEVELOPMENT COSTS	300	200	200
59003	ADVERTISING	3,600	3,600	3,600
59048	LUNCHEONS	5,500	5,000	5,000
59059	MEMBERSHIP	0	100	100
59098	SUBSCRIPTIONS	100	100	100
59138	BUSINESS TRAVEL - MILEAGE	4,550	3,750	3,950
59139	CONFERENCE COSTS	10,425	9,025	10,475
59158	MAX COUNCIL EXPENSES	3,860	3,875	3,930
59901	COUNCIL RETREATS	3,150	1,650	0
Other Total		31,485	27,300	27,355
Salaries and Wages				
51026	INDEMNITY & HONORARIUM	85,539	89,406	93,396
51083	REGULAR SALARIES	265,631	270,481	277,435
51084	OVERTIME SALARIES	700	500	500
51126	TAXABLE HONORARIUM	6,200	6,150	6,050
Salaries and Wages Total		358,070	366,537	377,381
Utilities				
53130	TELEPHONE REGULAR	1,960	1,960	1,960
Utilities Total		1,960	1,960	1,960
		428,691	438,230	447,116

Costing Center Summary

Costing Center: COUNCIL EXPENSES

Net Total	428,691	(438,230)	(447,116)
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Costing Center Summary

Costing Center: *ELECTION COSTS*

Previous Costing Center: ELECTION COSTS

Division: GENERAL

Department: CLERKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2456

Approved: No

Manager: Heather Ewasuik 729-2206

Description:

This cost center is used for costs associated with the Municipal elections which occur every four years.

Comments:

The next general civic election will be held in October of 2018. The monies to fund this event will come from the Election Reserve and include provisions for advertising, printing of ballots, building rental, and election staff.

Due to limited staff resources, the general election will be managed by the Senior Election Official and the Assistant Senior Election Official who will be hired externally.

Budget allocations in this non-election year are based on revisions of the Voters List and reserve fund allocations.

Outlook:

Electronic Vote Counting machines will be utilized once again in 2018 and funds have been allocated for the lease of same. It is anticipated that the General Election will be held in conjunction with the Brandon School Board Election, whereby a portion of the costs of holding the election (approx. 30%) will be recovered from the Brandon School Division.

Costing Center Summary

Costing Center: ELECTION COSTS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42521 ELECTION RECOVERIES	43,380	0	0
Other Income Total	43,380	0	0
	43,380	0	0
Expenditures			
Contract Services			
52015 CONTRACTS	70,000	0	0
52069 PRINTING COSTS	6,000	0	0
52079 BUILDING RENTAL	800	0	0
52759 SECURITY	300	0	0
Contract Services Total	77,100	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	2,000	0	0
Materials and Supplies Total	2,000	0	0
Other			
51141 TRAINING & DEVELOPMENT COSTS	150	0	0
59003 ADVERTISING	4,200	200	200
59138 BUSINESS TRAVEL - MILEAGE	200	0	0
Other Total	4,550	200	200
Reserve Appropriation			
58543 ELECTIONS B/L 5760	20,000	20,000	20,000
Reserve Appropriation Total	20,000	20,000	20,000
Salaries and Wages			
51026 INDEMNITY & HONORARIUM	28,750	0	0
51083 REGULAR SALARIES	30,500	0	0
51084 OVERTIME SALARIES	1,000	0	0
Salaries and Wages Total	60,250	0	0
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	(101,220)	0	0
Transfers to/from Internal Accounts Total	(101,220)	0	0
Utilities			
53130 TELEPHONE REGULAR	700	0	0
Utilities Total	700	0	0
	63,380	20,200	20,200
Net Total	(20,000)	(20,200)	(20,200)

Costing Center Summary

Costing Center: GRANTS REVIEW COMMITTEE

Previous Costing Center: GRANTS REVIEW

Division: GENERAL

Department: CLERKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2436

Approved: No

Manager: Heather Ewasuik 729-2206

Description:

This cost center reflects the grants paid by the City to various organizations and/or service groups as recommended by the Grants Review Committee.

Comments:

Organizations requesting grants must meet the following criteria: Be a nonprofit organization; Clearly demonstrate that the organization is fulfilling a need in our community which is in line with the City's mandate to provide social support and recreational, cultural, and youth services; Include fund-raising efforts as an important part of the organizations financial efforts; Clearly demonstrate a financial need for the funds requested.

Outlook:

The Grants Review Committee meets in the Fall of each year to review applications and provide a recommendation to City Council on the grants to be provided in the following year.

A full review of the terms of reference of the committee, timelines and criteria used in evaluating applications will be undertaken in late 2014/early 2015. Consideration will be given to including the evaluation of non-event specific capital grant requests that would be funded through the Accommodation Tax Reserve.

Costing Center Summary

Costing Center: GRANTS REVIEW COMMITTEE

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures				
Grants and Contributions				
55024	OTHER GRANTS	10,000	85,000	0
55405	COMMUNITY CENTRE ASSISTANCE	48,635	49,395	49,395
55449	CULTURAL/PERFORMANCE GRANTS	19,865	20,750	20,750
55451	SERVICE ORGANIZATIONS GRANTS	90,000	89,000	89,000
55464	MUSEUMS	115,000	115,000	15,000
Grants and Contributions Total		283,500	359,145	174,145
		283,500	359,145	174,145
Net Total		(283,500)	(359,145)	(174,145)

Costing Center Summary

Costing Center: HERITAGE ADMINISTRATION

Previous Costing Center: HERITAGE
Division: GENERAL
Department: CLERKS
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2557
Approved: No
Manager: Heather Ewasuik 729-2206

Description:

This cost center is utilized to capture costs associated with heritage initiatives and heritage conservation.

Comments:

The City of Brandon has made a commitment to the development of heritage initiatives and policies for heritage conservation in our community through the endorsement of the Heritage Resources Management Plan, which is implemented by the Brandon Municipal Heritage Advisory Committee (MHAC). Work continues on ensuring that significant heritage resources are identified and recorded and incentives and policies are developed to encourage the restoration and rehabilitation of those heritage resources. The MHAC continues to raise the profile of the benefits that heritage brings to the City of Brandon through public awareness and education, and by enabling individuals to access appropriate resources, advice and assistance to allow them to protect or account for heritage resources in future plans.

Funding required for the activities of the Brandon MHAC include the annual Doors Open Program, the Heritage Tax Credit Program, continuation of the plaquing program, maintenance of the Heritage Brandon website, development of various guided heritage resources, and the development of educational displays and programs.

2015 resources allocated for these programs include the funding of a part time contract position, and a 14 week summer student employment position. Applications will be made to Federal and Provincial grant programs to offset both employment and projects costs incurred in the implementation of the Heritage Resource Management Plan.

Outlook:

Property owners continue to take advantage of the Municipal Heritage Tax Credit . The MHAC continues to look after the promotion and awareness of heritage, and there remains a legislative requirement of City Council under The Heritage Resources Act to designate and protect heritage sites. The committee has taken a proactive approach by identifying potential heritage sites and working with property owners toward the designation and protection of same.

The MHAC has become more proactive in the protection and designation of municipal heritage sites and will continue to invest in the recognition of these properties through the plaquing program. The committee continues to seek out sponsorship for special programs/events in an effort to reduce costs of same.

Costing Center Summary

Costing Center: HERITAGE ADMINISTRATION

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43660 PROVINCIAL OTHER	1,000	2,000	2,000
44565 FEDERAL OTHER	4,200	4,200	4,200
Conditional Government Transfers Total	5,200	6,200	6,200
Income from Enterprises			
49388 ORGANIZATIONS/FOUNDATIONS	0	1,000	0
Income from Enterprises Total	0	1,000	0
	5,200	7,200	6,200
Expenditures			
Contract Services			
52015 CONTRACTS	62,425	0	35,642
52019 CONSULTING FEES	5,000	5,000	0
52020 PROFESSIONAL FEES	700	800	800
52057 SPEC PROG CONTRACTS	0	900	900
52059 SPEC PROG PRINTING	0	1,350	1,350
52063 SPEC PROG SECURITY	0	220	220
52069 PRINTING COSTS	1,000	50	50
52759 SECURITY	200	0	0
Contract Services Total	69,325	8,320	38,962
Equipment Purchases			
54410 EQUIPMENT PURCHASES	400	500	500
Equipment Purchases Total	400	500	500
Materials and Supplies			
54022 SPEC PROG PARTS & MATERIALS	0	250	250
54099 PARTS AND MATERIALS	2,000	1,300	1,300
Materials and Supplies Total	2,000	1,550	1,550
Other			
51141 TRAINING & DEVELOPMENT COSTS	450	350	350
59003 ADVERTISING	1,600	800	800
59025 SPEC PROG ADVERTISING	0	900	1,000
59027 SPEC PROG LUNCHEONS	0	500	500
59028 SPEC PROG BUSINESS TRAVEL	0	150	150
59048 LUNCHEONS	1,150	0	0
59059 MEMBERSHIP	115	115	115
59098 SUBSCRIPTIONS	50	0	0
59138 BUSINESS TRAVEL - MILEAGE	450	300	300
59139 CONFERENCE COSTS	2,500	1,500	2,000
59157 REGIONAL HERITAGE INITIATIVE	2,270	2,270	1,770
Other Total	8,585	6,885	6,985
Reserve Appropriation			
58509 HERITAGE RESERVE B/L	0	0	0
Reserve Appropriation Total	0	0	0

Costing Center Summary

Costing Center: HERITAGE ADMINISTRATION

Salaries and Wages				
51083	REGULAR SALARIES	8,283	8,100	8,260
Salaries and Wages Total		8,283	8,100	8,260
Transfers to/from Internal Accounts				
59997	TRANSFER FR RESERVES	0	(5,000)	0
Transfers to/from Internal Accounts Total		0	(5,000)	0
Utilities				
53130	TELEPHONE REGULAR	285	440	440
Utilities Total		285	440	440
		88,878	20,795	56,697
Net Total		(83,678)	(13,595)	(50,497)

Costing Center Summary

Costing Center: INTERGOVERNMENT RELATIONS

Previous Costing Center: INTERGOVERNMENT

Division: GENERAL

Department: CLERKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0061

Approved: No

Manager: Heather Ewasuik 729-2206

Description:

This costing center covers the City's membership in various associations for the year: Federation of Canadian Municipalities, Association of Manitoba Municipalities, Brandon Chamber of Commerce, and the Manitoba Good Roads Association.

Comments:

Outreach to neighboring municipalities is enhanced through membership in both local and national associations.

Outlook:

Membership fees are adjusted between 2-3% each year, based on the increase suggested by the various associations.

Costing Center Summary

Costing Center: INTERGOVERNMENT RELATIONS

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures				
Other				
59164	FED OF CANADIAN MUNICIPALITIES	6,695	6,893	7,030
59183	GOOD ROADS MEMBERSHIP	150	200	200
59196	ASSOCIATION OF MB MUNICIPALITI	4,420	4,540	4,630
59197	BDN CHAMBER OF COMMERCE	1,153	1,176	1,200
Other Total		12,418	12,809	13,060
Salaries and Wages				
51083	REGULAR SALARIES	0	0	0
Salaries and Wages Total		0	0	0
		12,418	12,809	13,060
Net Total		(12,418)	(12,809)	(13,060)

Costing Center Summary

Costing Center: LEGISLATIVE & LEGAL SERVICES

Previous Costing Center: LEGISLATIVE & LEGAL

Division: GENERAL

Department: CLERKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2087

Approved: No

Manager: Heather Ewasuik 729-2206

Description:

This cost centre is to cover the salary and general operating expenses for the Director of Legislative and Legal Services.

Comments:

2015 will be the first year for this cost centre and is the result of a restructuring within the Clerk's Department whereby the Deputy City Clerk position was eliminated. This reallocation of budgets will be cost neutral to the overall corporate budget.

Legislative and Legal Services will provide a full range of legal services including verbal and written advice and opinions on diverse legal matters, to the City of Brandon, its boards and agencies, City Council, City Manager, and senior administrative staff. The Director will act as the City's solicitor in all non-litigious administrative and legal matters such as real estate acquisitions and disposals, subdivisions and site plan agreements, by-laws, risk/liability management, etc.

Outlook:

Costing Center Summary

Costing Center: LEGISLATIVE & LEGAL SERVICES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52072 LEGAL FEES	0	20,950	1,000
Contract Services Total	0	20,950	1,000
Materials and Supplies			
54099 PARTS AND MATERIALS	0	500	500
Materials and Supplies Total	0	500	500
Other			
51141 TRAINING & DEVELOPMENT COSTS	0	800	800
59048 LUNCHEONS	0	300	200
59059 MEMBERSHIP	0	2,275	2,300
59138 BUSINESS TRAVEL - MILEAGE	0	500	500
Other Total	0	3,875	3,800
Salaries and Wages			
51083 REGULAR SALARIES	0	136,286	138,927
Salaries and Wages Total	0	136,286	138,927
Utilities			
53130 TELEPHONE REGULAR	0	995	995
Utilities Total	0	995	995
	0	162,606	145,222
Net Total	0	(162,606)	(145,222)

Costing Center Summary

Costing Center: *PROPERTY ASSESSMENT*

Previous Costing Center: PROPERTY
Division: GENERAL
Department: CLERKS
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0037
Approved: No
Manager: Heather Ewasuik 729-2206

Description:

This costing centre includes the costs levied by the Province of Manitoba to cover assessment for the City of Brandon. Provisions are also included for the consideration of assessment appeals through the Board of Revision.

Comments:

A 3% increase over the 2014 actual costs for assessment services is expected for 2015 to cover general increases in the cost allocation along with estimated growth in the assessment base. The application filing fees for assessment appeals are consistent with those charged by The Municipal Board. Costs incurred by the Board of Revision include remuneration of board members as determined by By-law No. 7004, legislated advertising costs and general expenses incurred in conducting the appeal process.

Outlook:

Property assessments now take place every two years instead of four to better reflect current real estate market values. Authority for owner-assessor agreements to change the assessment rather than submit an appeal to the Board of Revision has resulted in the Board's time not being taken up with applications where there is no dispute.

Filing fees for applications to the Board of Revision are non-refundable.

Costing Center Summary

Costing Center: PROPERTY ASSESSMENT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42999 REVENUE	4,300	4,500	3,000
Other Income Total	4,300	4,500	3,000
	4,300	4,500	3,000
Expenditures			
Contract Services			
52015 CONTRACTS	747,123	757,580	780,307
52421 BOARD OF REVISION	3,330	5,575	4,100
Contract Services Total	750,453	763,155	784,407
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
Salaries and Wages Total	0	0	0
	750,453	763,155	784,407
Net Total	(746,153)	(758,655)	(781,407)

Costing Center Summary

Costing Center: RECORDS SERVICES

Previous Costing Center: RECORDS SERVICES

Division: GENERAL

Department: CLERKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0011

Approved: No

Manager: Heather Ewasuik 729-2206

Description:

This costing center covers the operating costs for the Active and Inactive Records Center which includes the administration of the corporate electronic and archival records, and access and privacy provisions in accordance with legislative requirements.

Comments:

Funding has been included for upgrading skills and knowledge of staff members and for costs incurred in relation to Access and Privacy legislation. Postage requirements and mail pick-up/delivery for the City-at-large are also budgeted in this costing center.

Postage rates increased significantly in 2014 and a further \$0.02 increase is expected in 2015 and 2016, for standard letters.

Outlook:

Costing Center Summary

Costing Center: RECORDS SERVICES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	0	4,500	0
52054 MAINT OF EQUIP EXT	0	650	650
52069 PRINTING COSTS	100	50	50
52081 EXTERNAL EQUIPMENT RENTAL	2,250	1,895	1,925
52252 DELIVERY - IN CITY	6,600	8,540	8,622
Contract Services Total	8,950	15,635	11,247
Equipment Purchases			
54410 EQUIPMENT PURCHASES	700	700	200
Equipment Purchases Total	700	700	200
Materials and Supplies			
54068 POSTAGE	49,625	47,815	49,045
54099 PARTS AND MATERIALS	2,500	2,350	2,350
Materials and Supplies Total	52,125	50,165	51,395
Other			
51141 TRAINING & DEVELOPMENT COSTS	1,850	1,500	1,500
59059 MEMBERSHIP	720	1,075	1,105
59138 BUSINESS TRAVEL - MILEAGE	600	600	600
59139 CONFERENCE COSTS	2,000	1,800	1,500
Other Total	5,170	4,975	4,705
Salaries and Wages			
51083 REGULAR SALARIES	242,283	247,893	252,739
51084 OVERTIME SALARIES	500	300	300
Salaries and Wages Total	242,783	248,193	253,039
Utilities			
53130 TELEPHONE REGULAR	860	860	860
Utilities Total	860	860	860
	310,588	320,528	321,446
Net Total	(310,588)	(320,528)	(321,446)

Costing Center Summary

Costing Center: AFFORDABLE HOUSING GRANTS

Previous Costing Center: AFFORDABLE HOUSING
Division: REGIONAL PLANNING &
Department: ECONOMIC
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2490
Approved: No
Manager: Sandy Trudel 729-2131

Description:

This cost center centralizes the tracking of affordable housing grants that the City of Brandon provides to various organizations, housing developers and residents as part of the overall strategy to increase the availability of affordable housing in Brandon.

Comments:

Included in this budget are the City of Brandon's offsetting tax grants for the Western Manitoba Seniors Housing Co-op (WMSHC) at 620 McDiarmid Drive, the Canadian Mental Health project at 1202 Rosser Avenue and the Youth For Christ project at 139-5th Street.

Outlook:

With demand for affordable housing increasing, primary interest in developing affordable housing from the not for profit sector land, it is anticipated that affordable housing grants will increase over time. Council will shortly be faced with a decision as to what their role in Affordable Housing will be going forward. The Director of Economic Development's time cannot continue to be split between the Affordable Housing portfolio and Economic Development Portfolio if we are to make meaningful forward progress on either portfolio.

Costing Center Summary

Costing Center: AFFORDABLE HOUSING GRANTS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Grants and Contributions			
55446 CANADIAN MENTAL HEALTH	22,067	22,498	22,948
55463 MB SENIORS HOUSING CO-OP	14,135	14,412	14,700
55482 YOUTH FOR CHRIST	80,718	8,687	5,946
Grants and Contributions Total	116,920	45,597	43,594
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	(75,000)	0	0
Transfers to/from Internal Accounts Total	(75,000)	0	0
	41,920	45,597	43,594
Net Total	41,920	(45,597)	(43,594)

Costing Center Summary

Costing Center: ECONOMIC DEVELOPMENT

Previous Costing Center: ECONOMIC
Division: RESOURCE
Department: ECONOMIC
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0202
Approved: No
Manager: Sandy Trudel 729-2131

Description:

This cost center captures costs associated with the Economic Development Department which includes 3 full time staff.

Comments:

The Economic Development Brandon (EDB) office is responsible for strengthening and developing the Brandon economy by initiating and facilitating proactive economic development strategies and promoting Brandon as an excellent place to live, work, invest and do business. The office works to create a positive environment within which businesses can flourish and expand, and which is conducive to attracting new business to the community. In addition to the core functions listed above, the Economic Development office oversees the City of Brandon's affordable housing portfolio, provides day to day management of Renaissance Brandon's staff, oversees the Brandon Tourism service delivery contract and is the lead on immigration initiatives.

The special projects budget provides the Economic Development office the financial means to proactively pursue and respond to emerging economic development opportunities and community priorities impacting the local labour market and economy. It also funds the implementation of the recommendations contained within Prosperity by Design. This cost centre also enables the City of Brandon to participate in the KPMG competitiveness survey that is conducted annually and a vital source for verifying Brandon's Competitive advantage and the Conference Board of Canada's Mid Cities Report, a mid city comparative and forecast of GDP growth for the current and upcoming year.

In 2012, Brandon highway signs were erected at 6 entrances to the City of Brandon. Design, construction and installation of the signs cost approximately \$140,000. The signs have an estimated life span, as per the manufacturer, of 15 years. To prepare for the point in time in which the signs will need replacing, this cost centre includes \$10,000 for the first contribution to establishing a highway signage reserve. It is anticipated that an equal appropriation will be required annually for a total of 15 years.

Outlook:

Prosperity by Design, the 2014-2019 Economic Growth Strategy finalized in 2014 will guide the efforts of the EDB Department for the next five years. Every effort will be made to utilize existing community and business resources to advance the Economic Growth Strategy but work load may necessitate in future years revisiting the Economic Development resources to ensure they are aligned with the work load. Critical to maximizing Economic Prosperity for Brandon will be removing Affordable Housing from the Director of Economic Development's work load.

Costing Center Summary

Costing Center: ECONOMIC DEVELOPMENT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	0	0	0
44500 FEDERAL GOV'T	0	0	0
Conditional Government Transfers Total	0	0	0
Other Income			
42988 MISCELLANEOUS REVENUE	0	0	0
Other Income Total	0	0	0
	0	0	0
Expenditures			
Contract Services			
52028 FIRE INSURANCE	24	25	26
52057 SPEC PROG CONTRACTS		0	0
52058 SPEC PROG CONSULTING		0	0
52062 SPEC PROG ROOM RENTAL EXPENSE		0	0
52069 PRINTING COSTS	11,000	12,500	12,500
52072 LEGAL FEES		0	0
Contract Services Total	11,024	12,525	12,526
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	0	0
Equipment Purchases Total	0	0	0
Materials and Supplies			
54022 SPEC PROG PARTS & MATERIALS		0	0
54099 PARTS AND MATERIALS	3,500	4,000	4,000
Materials and Supplies Total	3,500	4,000	4,000
Other			
51141 TRAINING & DEVELOPMENT COSTS	2,640	2,640	2,640
59003 ADVERTISING	18,000	23,000	20,000
59025 SPEC PROG ADVERTISING		0	0
59027 SPEC PROG LUNCHEONS		0	0
59028 SPEC PROG BUSINESS TRAVEL		0	0
59048 LUNCHEONS	2,000	2,000	2,000
59059 MEMBERSHIP	774	1,870	1,870
59098 SUBSCRIPTIONS	2,534	3,549	3,549
59138 BUSINESS TRAVEL - MILEAGE	12,000	12,000	12,000
59139 CONFERENCE COSTS	2,795	2,795	2,795
59241 SPECIAL PROGRAMS	78,893	68,418	68,418
59427 SIGNAGE		0	0
59428 PHOTO LIBRARY	3,000	3,000	3,000
Other Total	122,636	119,272	116,272
Reserve Appropriation			
58515 SIGNAGE RESERVE B/L	0	0	10,000
Reserve Appropriation Total	0	0	10,000

Costing Center Summary

Costing Center: ECONOMIC DEVELOPMENT

Salaries and Wages

51083	REGULAR SALARIES	272,488	269,402	281,193
51084	OVERTIME SALARIES		0	0
51183	SPECIAL OP - SALARIES		0	0

Salaries and Wages Total

272,488	269,402	281,193
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Utilities

53130	TELEPHONE REGULAR	2,594	2,494	2,494
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Utilities Total

2,594	2,494	2,494
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412,243	407,693	426,485
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Net Total

(412,243)	(407,693)	(426,485)
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Costing Center Summary

Costing Center: HOUSING INITIATIVES

Previous Costing Center: HOUSING INITIATIVES

Division: REGIONAL PLANNING &

Department: ECONOMIC

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2489

Approved: No

Manager: Sandy Trudel 729-2131

Description:

This cost center provides funds for the housing contract the City of Brandon has with the Brandon Neighbourhood Renewal Corporation (BNRC) and allocations to the affordable housing reserve. The City's annual contribution to the BNRC agreement includes \$46,000 in cash for core funding and an additional \$9,000 that can be used on mutually agreed upon housing projections. The City of Brandon also provides approximately \$60,000 in in-kind contributions comprised of city staff support, office space, IT support and licenses, phone and photo copier.

Comments:

The BNRC housing contract expires March 31st, 2015. A new contract will be entered into once a decision is reached relative to Council's wishes with regards to their future role with Affordable Housing. The Director of Economic cannot continue to proactively drive Affordable Housing in 2015 as there are insufficient resources to do this and focus the required time and effort into driving economic growth.

Outlook:

Brandon is beset by an extremely low rental vacancy rate, shrinking supply of affordable rental and owned housing, increasing numbers of low to moderate income households, and rising prices of available housing stock. Based on these factors there will continue to be notable upward pressure on this cost centre. Council will shortly be faced with a decision as to what their role in Affordable Housing will be going forward. The Director of Economic Development's time cannot continue to be split between the Affordable Housing portfolio and Economic Development Portfolio if we are to make meaningful forward progress on either portfolio.

Costing Center Summary

Costing Center: HOUSING INITIATIVES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	55,000	55,000	55,000
52072 LEGAL FEES	950	0	0
Contract Services Total	55,950	55,000	55,000
Materials and Supplies			
54099 PARTS AND MATERIALS	650	750	800
Materials and Supplies Total	650	750	800
Other			
59241 SPECIAL PROGRAMS	9,000	0	0
Other Total	9,000	0	0
Reserve Appropriation			
58505 AFFORDABLE HOUSING B/L	150,000	150,000	250,000
Reserve Appropriation Total	150,000	150,000	250,000
Salaries and Wages			
51083 REGULAR SALARIES	48,555	0	0
Salaries and Wages Total	48,555	0	0
Utilities			
53130 TELEPHONE REGULAR	1,300	1,300	1,300
Utilities Total	1,300	1,300	1,300
	265,455	207,050	307,100
Net Total	(265,455)	(207,050)	(307,100)

Costing Center Summary

Costing Center: *TOURISM INITIATIVES*

Previous Costing Center: TOURISM INITIATIVES

Division: RESOURCE

Department: ECONOMIC

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2453

Approved: No

Manager: Sandy Trudel 729-2131

Description:

This account provides funding for the delivery of Tourism Services and the Accommodation Tax Reserves grant program. Through a multi year service delivery contract, Brandon Riverbank Inc. is responsible for the delivery of tourism services for the City of Brandon. Listed below are three key areas of responsibility, outlined in the Tourism Service Delivery contract:

1. Operation of the Riverbank Discovery Centre.
2. Delivery of Tourism Services, focused on servicing the needs of visitors to Brandon.
3. The proactive attraction of events to Brandon through Brandon First.

Comments:

Recognizing the financial constraints faced by the City of Brandon, most areas of the budget are status quo. The budget areas experiencing budget increases are primarily associated with the maintenance of an aging facility and the need to budget for grounds maintenance due to a cut back in in-kind service provision provided by partners such as the City of Brandon Parks Department and Westbran Employment Development Services.

The operating grant for Riverbank Inc. has been increased by \$25,000 to provide funding for additional river corridor maintenance the organization will assume in 2015 and an additional \$25,000 for capital projects.

Outlook:

As the Riverbank Discovery Centre continues to age, maintenance costs are increasing, funding partners continue to feel budget pressures which negatively impact their ability to provide in kind services and the repair of the flood ravaged area for which disaster funding was not available continues to place upward budget pressure in this cost centre.

Costing Center Summary

Costing Center: TOURISM INITIATIVES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
49146 ACCOMMODATION TAX RECEIPTS	0	0	0
Other Income Total	0	0	0
	0	0	0
Expenditures			
Grants and Contributions			
55429 ACCOMODATION GRANT	10,800	24,050	65,000
55518 RIVERBANK INC	458,218	516,821	527,991
Grants and Contributions Total	469,018	540,871	592,991
Reserve Appropriation			
58529 ACCOMMODATION TAX B/L 7016	0	0	0
58530 LARGE EVENT ACQ B/L 7020	0	0	0
Reserve Appropriation Total	0	0	0
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	(10,800)	(24,050)	(65,000)
Transfers to/from Internal Accounts Total	(10,800)	(24,050)	(65,000)
	458,218	516,821	527,991
Net Total	(458,218)	(516,821)	(527,991)

Costing Center Summary

Costing Center: URBAN RENEWAL

Previous Costing Center: URBAN RENEWAL

Division: REGIONAL PLANNING &

Department: ECONOMIC

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2492

Approved: No

Manager: Sandy Trudel 729-2131

Description:

This cost center provides funds for Renaissance Brandon to implement initiatives that contribute to the revitalization of Downtown Brandon, as per their established mandate.

Comments:

The City of Brandon's financial support of Renaissance Brandon enables the organization to apply for project specific funding from the Province of Manitoba related to revitalizing downtown on a dollar for dollar matching basis. Thus the City of Brandon's contribution of \$250,000 leverages an additional \$250,000. In addition Renaissance Brandon is looking after the Brandon Regeneration Strategy Provincial funding available to Brandon, allowing the opportunity for a further Provincial investment in the downtown of \$400,000 over 4 years ending in the 2016/2017 fiscal year.

Outlook:

As Renaissance Brandon continues to gain momentum and record successes, the City's ongoing support will be important.

Costing Center Summary

Costing Center: URBAN RENEWAL

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	250,000	250,000	250,000
Contract Services Total	250,000	250,000	250,000
	250,000	250,000	250,000
Net Total	(250,000)	(250,000)	(250,000)

Costing Center Summary

Costing Center: AMBULANCE SERVICE

Previous Costing Center: AMBULANCE SERVICE
Division: PROTECTIVE SERVICES
Department: FIRE & AMBULANCE
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0114
Approved: No
Manager: Brent Dane 729-2404

Description:

This cost center is for revenues and expenses related to ambulance service (excluding vehicles). The main components of this account are the wage related costs transferred from the Firefighting Force account and necessary costs such as training, medical supplies, equipment, medical director expenses etc. Brandon's per capita cost of the E911 service are also drawn from this account.

All staff in the fire/ambulance operations division provide medical response and fire suppression. All of these staff are licensed Technician Paramedics, and approximately half are licensed to provide Advanced Cardiac Life Support (ACLS) services.

Inter-facility transfers from Brandon to places such as Winnipeg, Winkler and Yorkton is a major service we provide.

Comments:

The most significant change within this cost center is an increase in the Provincial Ambulance grant. Also in 2015 the per capita E911 charges have been reallocated from this cost center to the E911 Communications cost center to better reflect the net cost of providing this service to the residents of Brandon.

Outlook:

Brandon Fire and Emergency Services (BFES) provides the ambulance service under contract to Prairie Mountain Health (PMH). We are continuing to work with PMH, towards developing a new service agreement.

In 2013 MB Health released an audit of the pre-hospital care service as a whole throughout Manitoba. Falling out from this audit was a report providing direction on the future of EMS in the province. Some of the fifty four initiatives that were mentioned included ambulance without borders, geo-posting, paramedic training levels, long distance transfer changes, centralized billing, E-PCR's (Electronic Patient Care Reports), and who the governing body is. As the province continues to roll out these changes there are several that will have impact on our budget in 2015 and forward. The most significant one will be flat fee billing across the province. This will result in reduced revenues for the department.

Costing Center Summary

Costing Center: AMBULANCE SERVICE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43580 PROV. AMBULANCE--BRANDON	1,020,132	1,278,642	1,278,642
43588 RHA MEDICAL DIRECTOR	10,000	10,000	10,000
Conditional Government Transfers Total	1,030,132	1,288,642	1,288,642
Other Income			
42999 REVENUE	5,000	5,000	5,000
49145 DONATIONS		0	0
Other Income Total	5,000	5,000	5,000
User Fees and Sales of Goods			
42188 AMBULANCE FEES - LONG DISTANCE	385,000	400,000	400,000
42191 AMBULANCE FEES - LOCAL	1,260,000	1,330,000	1,330,000
42192 AMBULANCE FEES-LONG DIST & OUT OF MB		0	0
User Fees and Sales of Goods Total	1,645,000	1,730,000	1,730,000
	2,680,132	3,023,642	3,023,642
Expenditures			
Contract Services			
52015 CONTRACTS	15,000	15,000	15,000
52043 EXTERNAL LAUNDRY	2,000	2,000	2,000
52232 E911 CHARGES	137,722	0	0
Contract Services Total	154,722	17,000	17,000
Equipment Purchases			
54410 EQUIPMENT PURCHASES	13,000	13,000	13,000
Equipment Purchases Total	13,000	13,000	13,000
Materials and Supplies			
54061 MISCELLANEOUS	8,000	9,500	9,500
54099 PARTS AND MATERIALS	10,000	10,000	10,000
54120 MEDICAL SUPPLIES	18,000	18,000	18,000
54253 PHARMACEUTICALS	3,500	5,500	5,500
Materials and Supplies Total	39,500	43,000	43,000
Other			
51141 TRAINING & DEVELOPMENT COSTS	9,745	12,472	12,472
59139 CONFERENCE COSTS	4,500	4,500	4,500
59393 FLEET AMBULANCES	1,500	1,500	1,500
Other Total	15,745	18,472	18,472
Salaries and Wages			
51083 REGULAR SALARIES	116,559	115,693	120,152
51084 OVERTIME SALARIES	150,000	140,000	140,000
51184 DOUBLE OVERTIME		0	0
51997 FIRE/AMB ALLOCATION	3,001,885	3,001,885	3,001,885
Salaries and Wages Total	3,268,444	3,257,578	3,262,037
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	0	500	500
Transfers to/from Internal Accounts Total	0	500	500
	3,491,411	3,349,550	3,354,009

Costing Center Summary

Costing Center: AMBULANCE SERVICE

Net Total	(811,279)	(325,908)	(330,367)
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Costing Center Summary

Costing Center: FIRE SERVICE

Previous Costing Center: FIRE SERVICE

Division: PROTECTIVE SERVICES

Department: FIRE & AMBULANCE

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0092

Approved: No

Manager: Brent Dane 729-2404

Description:

This cost center covers all costs associated with running the fire service. It includes the salaries for all staff excluding the EMS Training Officer. Other costs are associated with the fire prevention division, fire training, rescue teams, hall maintenance, overtime, equipment, succession management, water and hydrant use, training supplies, uniforms and other materials.

The revenue in this account is a combination of government grants, MPI and fire protection revenues received from the RM's of Cornwallis, Elton and Oakland.

Comments:

Outlook:

The current collective agreement expires at the end of 2014. We will begin negotiations for the next contract in the fall of 2014. The goal is to have a negotiated settlement early in 2015.

Costing Center Summary

Costing Center: FIRE SERVICE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	332,300	332,300	332,300
Conditional Government Transfers Total	332,300	332,300	332,300
Other Income			
42994 RECOVERIES OTHER		0	0
42999 REVENUE	125,000	125,000	125,000
49145 DONATIONS	2,000	2,000	2,000
49291 FIRE EQUIPMENT SALES		0	0
Other Income Total	127,000	127,000	127,000
Permits, Licenses and Fines			
45731 COMPLIANCE TICKETS	4,500	3,250	3,250
Permits, Licenses and Fines Total	4,500	3,250	3,250
User Fees and Sales of Goods			
42142 MERCHANDISE SALES	4,000	4,000	4,000
42287 FIRE/RESCUE INSURANCE COVERAGE	140,000	140,000	140,000
User Fees and Sales of Goods Total	144,000	144,000	144,000
	607,800	606,550	606,550
Expenditures			
Benefits			
51100 UNIFORMS	32,300	32,300	32,300
51122 BOOT ALLOWANCE		0	0
51123 PROTECTIVE CLOTHING	26,000	26,000	26,000
51285 MEDICALS	1,100	1,100	1,100
Benefits Total	59,400	59,400	59,400
Contract Services			
52015 CONTRACTS	7,680	7,680	7,680
52019 CONSULTING FEES	20,000	20,000	20,000
52029 LIABILITY INSURANCE		0	0
52054 MAINT OF EQUIP EXT		0	0
52069 PRINTING COSTS	5,000	5,000	5,000
Contract Services Total	32,680	32,680	32,680
Equipment Purchases			
54410 EQUIPMENT PURCHASES	18,000	18,000	18,000
Equipment Purchases Total	18,000	18,000	18,000
Grants and Contributions			
55167 PUBLIC RELATIONS	0	0	0
Grants and Contributions Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	44,000	44,000	44,000
Materials and Supplies Total	44,000	44,000	44,000
Other			
51141 TRAINING & DEVELOPMENT COSTS	31,150	31,150	31,150
59048 LUNCHEONS	2,000	2,000	2,000
59059 MEMBERSHIP	2,300	2,450	2,450

Costing Center Summary

Costing Center: FIRE SERVICE

59098	SUBSCRIPTIONS	3,000	3,000	3,000
59139	CONFERENCE COSTS	25,000	25,000	25,000
59241	SPECIAL PROGRAMS	2,000	2,000	2,000
Other Total		65,450	65,600	65,600
Reserve Appropriation				
58518	FIRE EQUIPMENT B/L 3708	0	0	0
58555	PROTECTIVE SERV BLDG B/L 6729	0	0	0
Reserve Appropriation Total		0	0	0
Salaries and Wages				
51083	REGULAR SALARIES	7,125,514	7,135,865	7,482,676
51084	OVERTIME SALARIES	185,000	283,700	283,700
51090	SHIFT DIFFERENTIAL	40,000	30,000	30,000
51227	SPECIAL OT PAYMENTS	96,171	96,171	96,171
51352	TRAINING OVERTIME	45,000	45,000	45,000
51698	FLOOD OVERTIME		0	0
51997	FIRE/AMB ALLOCATION	(3,001,885)	(3,001,885)	(3,001,885)
Salaries and Wages Total		4,489,800	4,588,851	4,935,662
Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES	0	500	500
59997	TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total		0	500	500
Utilities				
53130	TELEPHONE REGULAR	14,265	14,265	14,265
53150	WATER	236,200	239,200	239,200
53445	CELLULAR TELEPHONE		0	0
53446	RADIO AIR TIME COSTS	10,500	10,500	10,500
Utilities Total		260,965	263,965	263,965
		4,970,295	5,072,996	5,419,807
Net Total		(4,362,495)	(4,466,446)	(4,813,257)

Costing Center Summary

Costing Center: FIRE VEHICLES

Previous Costing Center: FIRE VEHICLES

Division: PROTECTIVE SERVICES

Department: FIRE & AMBULANCE

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0106

Approved: No

Manager: Brent Dane 729-2404

Description:

This cost center includes the cost of renting all fire vehicles from the Central Garage. The garage provides fleet planning services for the Fire Service (excluding ambulances which are provided by the RHA). The rental rates include the operational costs as well as an allocation to the reserve for the equipment's ultimate replacement.

Comments:

Outlook:

Costing Center Summary

Costing Center: FIRE VEHICLES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52032 VEHICLE INSURANCE	124	124	124
Contract Services Total	124	124	124
Materials and Supplies			
54103 GASOLINE #2 (VEHICLE)	12,900	11,400	11,400
54104 DIESEL (VEHICLE)	11,750	11,750	11,750
Materials and Supplies Total	24,650	23,150	23,150
Other			
59080 INTERNAL EQUIPMENT RENTAL	87,900	90,800	90,800
59993 EQUIPMENT CAPITAL CONTRIBUTION	260,920	278,224	278,224
Other Total	348,820	369,024	369,024
	373,594	392,298	392,298
Net Total	(373,594)	(392,298)	(392,298)

Costing Center Summary

Costing Center: HUMAN RESOURCES

Previous Costing Center: HUMAN RESOURCES
Division: GENERAL
Department: HUMAN RESOURCES
Stage: Council Review

Budget Year: 2015
Accounting Reference: 1401
Approved: No
Manager: Vicki Fifi 729-2164

Description:

This cost center captures costs related to the operations of the Human Resources Department, including staffing, general office, recruitment, labour relations, payroll, compensation & benefits, training & development, safety, employee wellness programs, and pension plans.

Comments:

Staffing and recruitment within the organization continues to be very active and challenging as a result of increased retirements and resignations. We are experiencing a substantial increase in the number of applications being received for advertised positions in every area.

Our Safety Initiatives continue to drive down the WCB costs.

Legal costs are decreasing as the Deputy Director becomes more familiar with the five bargaining units and the various and diverse issues, however external legal services will continue to be required for arbitrations and unusual labour related situations.

The corporate commitment to human resources continues to ensure that initiatives in staff development and organizational development are carried through. These include the leadership development program (with a focus on employee relations), as well as many strategic initiatives such as Vacancy Management, Succession Planning, Representative Workforce, Employee Wellness and Attendance Support being driven or monitored by department staff in support of the organization and in line with our culture of Serving & Building Community.

Outlook:

On the labour front:

ATU (Transit) Collective Agreement expires March 31, 2015

E911/Police Operator- Dispatcher Division Collective Agreement expires December 31, 2015

CUPE Collective Agreement expires December 31, 2016

Brandon Police Association Collective Agreement expires December 31, 2016.

The Firefighters'/Paramedics' Association Collective Agreement expires December 31, 2014 and preparations for negotiations are underway.

Costing Center Summary

Costing Center: HUMAN RESOURCES

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Other Income				
42999	REVENUE	500	500	500
Other Income Total		500	500	500
		500	500	500
Expenditures				
Benefits				
51002	CHRISTMAS PARTY	3,500	3,600	3,700
51071	EMPLOYEE WELLNESS PROGRAMS	2,000	3,400	3,500
51174	RETIREMENTS	6,000	6,500	6,000
51176	LONG SERVICE RECOGNITION	9,945	8,445	6,500
51285	MEDICALS	5,000	5,000	6,000
51294	MEDICALS-RECRUITMENT/STAFFING	1,000	1,000	1,200
51389	HEARING TESTS	8,000	9,500	9,500
51423	PENSION PLAN PRE MEBP		0	0
51503	FLU SHOTS	1,000	0	0
51531	EMPLOYEE BBQ	5,750	6,050	6,150
51709	SEVERANCE PAYMENT EXPENSE	75,000	75,000	75,000
59626	CESSATION PROGRAM	500	100	100
Benefits Total		117,695	118,595	117,650
Contract Services				
52019	CONSULTING FEES	9,000	10,500	15,000
52031	LIFE INSURANCE	4,105	4,310	4,600
52069	PRINTING COSTS	1,300	1,300	1,300
52070	METRICS	2,000	2,000	2,000
52239	TESTING-RECRUITMENT/STAFFING	16,500	16,500	17,250
52278	FACILITATOR EXPENSE	48,400	48,400	22,500
52297	CPR/FIRST AID TRAINING	6,500	6,500	6,500
52453	PROFESSIONAL FEES-CUPE	4,000	4,000	4,000
52454	PROFESSIONAL FEES-E911	1,250	1,250	1,500
52455	PROFESSIONAL FEES-FIRE	10,000	7,500	7,500
52456	PROFESSIONAL FEES-OOS	1,250	1,250	1,250
52457	PROFESSIONAL FEES-POLICE	2,500	5,000	5,000
52458	PROFESSIONAL FEES-TRANSIT		0	0
59242	SALARY SURVEYS		0	0
Contract Services Total		106,805	108,510	88,400
Equipment Purchases				
54410	EQUIPMENT PURCHASES	3,500	3,500	3,500
Equipment Purchases Total		3,500	3,500	3,500
Materials and Supplies				
54099	PARTS AND MATERIALS	8,310	8,310	8,350
54261	PART AND MATERIALS-SAFETY	1,450	3,450	3,500
54460	PARTS AND MATERIALS-TRAINING	1,000	1,000	1,000
Materials and Supplies Total		10,760	12,760	12,850
Other				

Costing Center Summary

Costing Center: HUMAN RESOURCES

51141	TRAINING & DEVELOPMENT COSTS	22,290	23,000	23,460
51179	COMPASSIONATE GIFTS	2,000	2,000	2,000
51182	SAFETY INITIATIVES	3,000	6,000	6,000
59007	ADVERTISING-RECRUIT/STAFFING	30,000	20,000	20,000
59023	SYMPOSIUMS	5,000	5,000	5,000
59048	LUNCHEONS	1,000	1,000	1,000
59059	MEMBERSHIP	4,060	4,289	4,650
59098	SUBSCRIPTIONS	12,525	12,025	12,135
59138	BUSINESS TRAVEL - MILEAGE	1,000	3,000	3,000
59139	CONFERENCE COSTS	11,160	11,060	11,060
59603	LABOUR RELATIONS-CUPE	10,000	5,000	5,000
59604	LABOUR RELATIONS-E911	30,000	5,000	5,000
59605	LABOUR RELATIONS-FIRE	60,000	20,000	20,000
59606	LABOUR RELATIONS-OOS	5,000	5,000	5,000
59607	LABOUR RELATIONS-POLICE	10,000	15,000	20,000
59608	LABOUR RELATIONS-TRANSIT		0	0
Other Total		207,035	137,374	143,305
Salaries and Wages				
51083	REGULAR SALARIES	1,090,930	1,102,609	1,130,307
51084	OVERTIME SALARIES	5,000	10,000	10,000
Salaries and Wages Total		1,095,930	1,112,609	1,140,307
Transfers to/from Internal Accounts				
59997	TRANSFER FR RESERVES	(75,000)	(75,000)	(75,000)
Transfers to/from Internal Accounts Total		(75,000)	(75,000)	(75,000)
Utilities				
53130	TELEPHONE REGULAR	8,780	8,780	8,940
53445	CELLULAR TELEPHONE		0	0
Utilities Total		8,780	8,780	8,940
		1,475,505	1,427,128	1,439,952
Net Total		(1,475,005)	(1,426,628)	(1,439,452)

Costing Center Summary

Costing Center: POLICE SERVICE

Previous Costing Center: POLICE SERVICE

Division: PROTECTIVE SERVICES

Department: POLICE

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0074

Approved: No

Manager: Ian Grant 729-2301

Description:

This cost center captures all of the revenues and expenses associated with Police Services administration and operations.

Comments:

The Police Service is under the direction of the Chief of Police who reports directly to the Brandon Police Service Police Board. At present the Service is delivered by two distinct areas being Operational Services and Support Services each lead by an Inspector. The Chief and Inspectors make up the Executive Branch of the Service. They are supported by the Executive Assistant and the Finance Officer.

Operations consists of the Patrol Section, which includes Platoons, and Crime Section. Crime Section is composed of the Criminal Investigation Unit, Crime Support Unit, Forensic Identification Unit and Victim Services Unit. Patrol Section offers the day to day Policing and By-Law enforcement on a 24 / 7 basis all year around. The Crime Units work in a collaborative approach with Patrol and they concentrate on the more serious offences that the Police Service investigates. Crime Support has the Intelligence gathering and sharing component under its umbrella and this Unit therefore works very closely in an integrated approach with our other Policing partners in the Province and across the Country. Patrol also consists of the Tactical Response Unit as well as the Crisis Negotiators. These are Part Time units used as the need arises. All Members of Operations are encouraged to partner and engage with the Community and to employ Community Policing problem solving methods where applicable.

The Support Division contains the Operational Support Unit which is broken down into Patrol Support and Community Support. Under Patrol Support the Police Services Traffic, Police Service Dog and By-Law enforcement units are contained. Under the Community Support Unit the Police Services Community Policing, School Resource Officer and Media/Crime Stoppers functions are situated. This section is the clear link to Community Partners such as Citizens on Patrol, Crime Stoppers, Neighbourhood Watch, the School Division and a wide variety of other Community bodies and organizations. With organizational changes made in 2013, Compstat Crime Analysis is conducted by the Sergeant in charge of the Community Support Unit. The purpose of Compstat is to analyze crime and other statistics to focus police resources in operations to identified problem areas. Support Services also contains, for the most part, the Administrative resources of the organization such as the Administrative Support Unit containing Central Records, Court Services, the Property Clerk and Process Server. In addition Support Services is also responsible for Organizational Development, Training and the Internal Affairs function of the Service.

Costing Center Summary

Costing Center: POLICE SERVICE

Outlook:

Over the past several years the Police Service has been very successful in developing and implementing strategies related to information technology. These strategies have led to advances in technology in our Identification Section through a state of the art Fingerprint system, Mobile Work Stations in patrol cars and the opportunity to partner with the Royal Canadian Mounted Police for a Records Management System. Our partnership with the Royal Canadian Mounted Police continues to grow, with an upgrade to our Computer Aided Dispatch system, in the near future, that will enhance our current capabilities and eliminate the need for double entry of information.

The Provincial Government continues to fund a number of positions within the Police Service, 16 at present time. This funding is in the area of \$1.2 million annually. Additionally, the Assiniboine Community College is continuing to fund a seconded police officer to assist with their Police Studies Program. Our partnership with the Assiniboine Community College is unique, in that individuals who graduate from their course are recognized of having completed the academic standard of recruit training. To have one of our Officers working directly with the program ensures that our training requirements are addressed and implemented.

The Compstat model enables the Service to predict where crime will occur, rather than responding to calls for service. Additionally, the Service changed its organizational chart to reflect the new direction and functions within the service. In 2014, the Police Service will move to a Civilian Analyst with training in the area of Crime analysis. This will further enhance the Compstat process. This will be accomplished by replacing a Police Officer who retired in 2013 with a Civilian in 2014. This is not only a more efficient process but is also more cost effective. This will enable the Sergeant of Community Support being to concentrate more on supervisory functions and community engagement, with and through the members reporting to this Sergeant.

Brandon continues to be a safe community in which to live and work and the Police Service is committed to this mission.

Costing Center Summary

Costing Center: POLICE SERVICE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	1,325,000	1,325,000	1,325,000
43660 PROVINCIAL OTHER		0	0
Conditional Government Transfers Total	1,325,000	1,325,000	1,325,000
Other Income			
42999 REVENUE	25,000	25,000	25,000
45289 OVERPAYMENTS/REFUNDS		0	0
Other Income Total	25,000	25,000	25,000
Permits, Licenses and Fines			
45701 TRAFFIC TICKETS	250,000	283,000	275,000
45702 PARKING TICKETS	250,000	330,000	320,000
45731 COMPLIANCE TICKETS	10,000	12,000	10,000
Permits, Licenses and Fines Total	510,000	625,000	605,000
User Fees and Sales of Goods			
42195 ROOM RENTALS	34,937	35,985	37,065
42315 SPECIAL DUTY	132,907	147,536	151,362
42374 SEARCH FEES	92,700	105,000	135,000
42375 TRAINING FEES RECOVERED	20,000	10,000	10,000
45269 ANIMAL BOARDING FEES	8,600	8,600	8,500
User Fees and Sales of Goods Total	289,144	307,121	341,927
	2,149,144	2,282,121	2,296,927
Expenditures			
Benefits			
51100 UNIFORMS	62,600	62,000	62,000
51122 BOOT ALLOWANCE	14,250	14,250	14,250
51146 CLOTHING ALLOWANCE	20,000	22,000	22,000
51284 RELOCATION EXPENSES		0	0
51285 MEDICALS	6,500	4,000	4,000
51345 PERFORM BASED EMP RECOGNITION	1,000	1,000	1,000
51346 NON-PERFORM BASED EMP RECOGNIT		0	0
Benefits Total	104,350	103,250	103,250
Contract Services			
52015 CONTRACTS	84,850	85,250	87,770
52020 PROFESSIONAL FEES	2,900	5,400	2,900
52028 FIRE INSURANCE	134	138	142
52029 LIABILITY INSURANCE		0	0
52054 MAINT OF EQUIP EXT	13,300	13,300	13,300
52069 PRINTING COSTS	6,500	7,500	7,500
52072 LEGAL FEES	39,000	39,000	39,000
52079 BUILDING RENTAL	165,618	165,500	160,000
52220 COMPETITION PROFESSIONAL FEES	8,000	20,000	20,000
52387 BANK PROCESSING FEES	650	650	650
Contract Services Total	320,952	336,738	331,262

Costing Center Summary

Costing Center: POLICE SERVICE

Equipment Purchases				
54410	EQUIPMENT PURCHASES	29,600	19,000	5,800
Equipment Purchases Total		29,600	19,000	5,800
Grants and Contributions				
55024	OTHER GRANTS	16,000	16,000	16,000
55167	PUBLIC RELATIONS	14,900	14,600	14,600
Grants and Contributions Total		30,900	30,600	30,600
Materials and Supplies				
54061	MISCELLANEOUS	8,100	11,820	11,820
54062	LIABILITY CLAIMS	1,500	1,500	1,500
54099	PARTS AND MATERIALS	33,640	34,140	36,640
54101	AMMUNITION	46,950	41,911	46,911
54199	SPECIAL OP - PARTS & MATERIALS		0	0
54257	WORK ORDER PARTS & MATERIALS	0	1,200	0
54299	COMPETITION-PARTS & MATERIALS	1,000	1,000	1,000
54337	PARTS & MAT - INVESTIGATIONS	9,750	10,300	12,250
54338	PARTS & MAT - IDENT	23,530	24,980	27,280
54358	PARTS & MAT - OPERATIONS	13,850	14,650	17,650
54359	PARTS & MAT - TRU	10,200	11,950	7,800
54360	PARTS & MAT - NEGOTIATORS	300	300	300
54361	PARTS & MAT - TRAFFIC	3,500	4,500	5,500
54363	PARTS & MAT - PSD	12,550	12,750	13,250
54383	PARTS & MAT - COURT SERVICES	3,750	3,000	3,000
54385	PARTS & MAT - COMMUNITY SERVIC	1,500	1,000	1,000
Materials and Supplies Total		170,120	175,001	185,901
Other				
51141	TRAINING & DEVELOPMENT COSTS	123,500	128,450	128,500
59003	ADVERTISING	4,795	4,795	4,795
59006	POLICE BOARD	25,000	25,000	25,000
59045	LIBRARY	3,000	3,000	3,000
59048	LUNCHEONS	1,800	2,000	2,000
59059	MEMBERSHIP	5,610	5,710	5,710
59098	SUBSCRIPTIONS	1,884	1,884	1,884
59138	BUSINESS TRAVEL - MILEAGE	25,000	25,000	25,000
59139	CONFERENCE COSTS	22,500	12,500	12,500
59207	CASH OVER/SHORT		0	0
Other Total		213,089	208,339	208,389
Reserve Appropriation				
58500	POLICE EQUIPMENT B/L 4442	175,000	300,000	300,000
Reserve Appropriation Total		175,000	300,000	300,000
Salaries and Wages				
51026	INDEMNITY & HONORARIUM	3,000	3,000	3,000
51083	REGULAR SALARIES	12,013,210	12,400,633	12,774,186
51084	OVERTIME SALARIES	452,050	460,000	463,000
51090	SHIFT DIFFERENTIAL	10,000	10,000	10,000
51094	FUNDED OVERTIME	100,000	105,000	105,000
51095	SPECIAL DUTY OVERTIME	0	10,000	10,000
51183	SPECIAL OP - SALARIES	65,000	65,000	65,000
51185	SPECIAL OP - OVERTIME		0	0
Salaries and Wages Total		12,643,260	13,053,633	13,430,186

Costing Center Summary

Costing Center: POLICE SERVICE

Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES	0	0	0
59997	TRANSFER FR RESERVES	0	0	0

Costing Center Summary

Costing Center: POLICE SERVICE

Transfers to/from Internal Accounts Total	0	0	0
Utilities			
53130 TELEPHONE REGULAR	45,000	45,000	45,000
53445 CELLULAR TELEPHONE	23,500	24,360	24,360
Utilities Total	68,500	69,360	69,360
	13,755,771	14,295,921	14,664,748
Net Total	(11,606,627)	(12,013,800)	(12,367,821)

Costing Center Summary

Costing Center: POLICE VEHICLES

Previous Costing Center: POLICE VEHICLES

Division: PROTECTIVE SERVICES

Department: POLICE

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0073

Approved: No

Manager: Ian Grant 729-2301

Description:

This cost center covers the cost of renting all police vehicles from the Central Garage and through leasing companies.

Comments:

Outlook:

Costing Center Summary

Costing Center: POLICE VEHICLES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52307 LEASED VEHICLES	71,500	71,500	71,500
Contract Services Total	71,500	71,500	71,500
Materials and Supplies			
54099 PARTS AND MATERIALS		0	0
54103 GASOLINE #2 (VEHICLE)	159,000	170,000	180,000
54104 DIESEL (VEHICLE)	600	600	600
54323 INSURANCE DEDUCTIBLE	3,000	3,000	3,000
Materials and Supplies Total	162,600	173,600	183,600
Other			
59080 INTERNAL EQUIPMENT RENTAL	205,400	214,260	214,260
59318 WASHING VEHICLES	6,500	6,500	6,500
59993 EQUIPMENT CAPITAL CONTRIBUTION	399,154	339,744	384,744
Other Total	611,054	560,504	605,504
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	500	500	500
Transfers to/from Internal Accounts Total	500	500	500
	845,654	806,104	861,104
Net Total	(845,654)	(806,104)	(861,104)

Costing Center Summary

Costing Center: E 911 COMMUNICATIONS CENTRE

Previous Costing Center: E 911

Division: PROTECTIVE SERVICES

Department: COMMUNICATIONS (911)

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1911

Approved: No

Manager: Ross Robinson 729-2406

Description:

This account covers the revenue and operating cost of the E911 Public Safety Answering Point (PSAP). Revenue is collected by a per capita fee levied on RM E911 clients, flat fees for provincial and national parks E911 service and service contracts with other provincial agencies. Costs are associated with salaries, communications costs (radio, landline) and parts and materials.

Comments:

In 2015 salary allocations have been revised with the Police Dispatch Cost Centre to more adequately reflect the staffing needs of each cost centre. This has resulted in a perceived increase in salaries in this cost centre which is offset by a decrease in the Police Dispatch Cost Centre. Also in 2015 the per capita E911 charges have been reallocated to this cost center from the Ambulance cost center to better reflect the net cost of providing this service to the residents of Brandon.

The City of Brandon began offering Enhanced E911 to contracted Municipalities in September of 1996. The E911 Centre now provides call-taking and dispatching services to 466,194 Provincial residents outside of the City of Winnipeg, 1 National Park, 120 Rural Municipalities, 8 First Nations, 12 Provincial Parks, and 196 Fire Departments. The Centre holds contracts with the Office of the Fire Commissioner (OFC) and Manitoba Emergency Measures Organization (MEMO).

Fees

The E911 Centre generates most of its revenues through the contracts it holds. A per capita fee is charged to each area online. The fee is subject to change each year, as long as notice is sent to each client by October of the previous year. Our current fees offset operating expenses, as well as an allocation to overhead and an appropriation to the E911 Equipment Reserve. We also have fixed fee clients - National and Provincial Parks are examples, where a negotiated annual fee has been agreed to. For 2015 we have computed and communicated with clients the requirement for a significant fee increase. This increase was driven by two issues, interest arbitration award for salaries years 2012/2013/2014 and 2015 - resulting in approx a 21.5% increase in wages for 2015 over 2012. The cost recognition for operations was researched in 2013 and 2014 and it was determined that revenues were insufficient for sustained operations, this is in part corrected for 2015.

PSAP Regulations

The PSAP is governed by the PSAP Regulations, as administered by EMO on behalf of the Minister of Infrastructure and Transportation. Licenses are issued through that body, and our license was renewed in 2014.

While not in the PSAP Regulations, the accepted industry standard for call-answer time is three rings. This means that all incoming calls will be answered in three rings or less 90% of the time. We are currently meeting that standard, but any increase in call volumes will result in us no longer meeting it.

Costing Center Summary

Costing Center: E 911 COMMUNICATIONS CENTRE

Outlook:

The Cost Centre is at maximum capacity with current staffing levels. Additional new revenue streams are being held in abeyance pending the outcome of a business case for increased staff being accepted.

The Centre will commence annual fee increases to offset all anticipated annual cost increases and to permit prudent reserve allocations to satisfy large new technology requirements on the immediate horizon with the adoption of NG911 standards across Canada. The goal is to operate the Cost Centre as a going concern.

Costing Center Summary

Costing Center: E 911 COMMUNICATIONS CENTRE

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Other Income				
42990	RECEIPTS	4,000	5,200	5,350
42999	REVENUE	1,515,734	1,809,848	1,894,005
Other Income Total		1,519,734	1,815,048	1,899,355
User Fees and Sales of Goods				
42286	FIRE COMM/MEMO DISPATCH FEE	6,449	7,417	7,787
42288	POLICE DISPATCH FEES		0	0
User Fees and Sales of Goods Total		6,449	7,417	7,787
		1,526,183	1,822,465	1,907,142
Expenditures				
Contract Services				
52015	CONTRACTS	80,340	71,620	71,620
52019	CONSULTING FEES	5,000	5,000	5,000
52072	LEGAL FEES	2,000	0	0
52232	E911 CHARGES	0	167,662	175,953
Contract Services Total		87,340	244,282	252,573
Equipment Purchases				
54410	EQUIPMENT PURCHASES	5,500	5,750	5,750
Equipment Purchases Total		5,500	5,750	5,750
Materials and Supplies				
54099	PARTS AND MATERIALS	4,500	7,750	7,750
Materials and Supplies Total		4,500	7,750	7,750
Other				
51141	TRAINING & DEVELOPMENT COSTS	14,000	20,300	21,000
59014	WORK ORDERS		0	0
59048	LUNCHEONS	1,300	800	800
59059	MEMBERSHIP	250	300	300
59138	BUSINESS TRAVEL - MILEAGE	3,300	3,300	3,300
59139	CONFERENCE COSTS	3,000	5,000	5,000
Other Total		21,850	29,700	30,400
Reserve Appropriation				
58513	E-911 EQUIPMENT B/L 6563	0	100,000	200,000
Reserve Appropriation Total		0	100,000	200,000
Salaries and Wages				
51083	REGULAR SALARIES	1,078,830	1,389,007	1,458,962
51084	OVERTIME SALARIES	30,500	31,415	31,415
51090	SHIFT DIFFERENTIAL	10,000	12,360	12,360
51227	SPECIAL OT PAYMENTS		0	0
51231	INTERNAL SALARIES		0	0
Salaries and Wages Total		1,119,330	1,432,782	1,502,737
Utilities				
53130	TELEPHONE REGULAR	10,500	11,000	11,000
53446	RADIO AIR TIME COSTS	9,000	3,000	3,300
Utilities Total		19,500	14,000	14,300
		1,258,020	1,834,264	2,013,510

Costing Center Summary

Costing Center: E 911 COMMUNICATIONS CENTRE

Net Total	268,163	(11,799)	(106,368)
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Costing Center Summary

Costing Center: POLICE DISPATCH

Previous Costing Center: POLICE DISPATCH

Division: PROTECTIVE SERVICES

Department: COMMUNICATIONS (911)

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1912

Approved: No

Manager: Ross Robinson 729-2406

Description:

This account covers the operating cost of the Police Dispatch Centre and revenues received based on a per capita fee for providing Police Dispatch services to Altona, Winkler, Morden, Rivers and Dakota Ojibway Police Service (DOPS).

Comments:

In 2015 salary allocations have been revised with the E911 Communications Centre to more adequately reflect the staffing needs of each cost centre. This has resulted in a perceived decrease in salaries in this cost centre which has been offset by an increase in the E911 Communications Cost Centre.

Outlook:

The Cost Centre is at maximum capacity with current staffing levels. Additional new revenue streams are being held in abeyance pending the outcome of a business case for increased staff being accepted.

The Centre will commence annual fee increases to offset all anticipated annual cost increases and the permit prudent reserve allocations to satisfy new technology requirements. The goal is to operate the Cost Centre as a going concern.

Costing Center Summary

Costing Center: POLICE DISPATCH

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
User Fees and Sales of Goods			
42288 POLICE DISPATCH FEES	149,131	194,788	204,708
User Fees and Sales of Goods Total	149,131	194,788	204,708
	149,131	194,788	204,708
Expenditures			
Contract Services			
52015 CONTRACTS	78,000	48,618	48,618
52019 CONSULTING FEES	5,000	5,000	5,000
52072 LEGAL FEES	2,000	0	0
Contract Services Total	85,000	53,618	53,618
Equipment Purchases			
54410 EQUIPMENT PURCHASES	10,000	5,750	5,750
Equipment Purchases Total	10,000	5,750	5,750
Materials and Supplies			
54099 PARTS AND MATERIALS	5,000	7,750	7,750
Materials and Supplies Total	5,000	7,750	7,750
Other			
51141 TRAINING & DEVELOPMENT COSTS	7,500	8,500	8,500
59048 LUNCHEONS	1,150	700	700
59138 BUSINESS TRAVEL - MILEAGE	2,000	2,000	2,000
59139 CONFERENCE COSTS	2,000	2,000	2,000
Other Total	12,650	13,200	13,200
Salaries and Wages			
51083 REGULAR SALARIES	1,075,528	850,513	894,480
51084 OVERTIME SALARIES	30,000	30,900	30,900
51090 SHIFT DIFFERENTIAL	10,000	8,240	8,240
51227 SPECIAL OT PAYMENTS		0	0
Salaries and Wages Total	1,115,528	889,653	933,620
Utilities			
53130 TELEPHONE REGULAR	4,000	4,500	4,500
53446 RADIO AIR TIME COSTS	9,000	3,000	3,000
Utilities Total	13,000	7,500	7,500
	1,241,178	977,471	1,021,438
Net Total	(1,092,047)	(782,683)	(816,730)

Costing Center Summary

Costing Center: *INFORMATION TECHNOLOGY*

Previous Costing Center: INFORMATION
Division: GENERAL
Department: INFORMATION
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0031
Approved: No
Manager: Todd Burton 729-2297

Description:

This cost center captures the administrative and operational costs associated with the Information Technology department.

Comments:

The I.T. Department looks after all software packages for the city, these include:

- Diamond our Enterprise Resource Planning (ERP) system
- CityWorks for asset management
- City View for permitting
- ESRI (Environmental Systems Research Institute) for mapping
- Class for recreational bookings
- and numerous other applications.

We perform custom development of highly specialized applications and interfaces as well as look after our 25+ corporate websites and our social media presence. We maintain over 350 desktop computers and laptops on a complex Cisco based network of fibre optic cable and wireless links, over 80 servers, and over 225 VOIP (voice over internet phone) phones.

We provide support to all City departments including Police, Fire, and Provincial 911.

We strive to maintain a current IT infrastructure that can be effectively leveraged to assist the city in providing cost effective services. Technology is critical in ensuring we can meet the needs of the citizens of Brandon.

Outlook:

This year we will focus on keeping our infrastructure current and on exploring areas that will give our clients more flexibility and value.

We will continue to monitor the industry to see what trends are emerging and how they can be leveraged for the city. Specific areas we will be looking at are mobile computing, redundancy and technology efficiencies.

Costing Center Summary

Costing Center: INFORMATION TECHNOLOGY

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Other Income				
42988	MISCELLANEOUS REVENUE	2,000	3,000	3,000
Other Income Total		2,000	3,000	3,000
		2,000	3,000	3,000
Expenditures				
Benefits				
51122	BOOT ALLOWANCE	0	0	0
Benefits Total		0	0	0
Contract Services				
52019	CONSULTING FEES	52,000	47,000	50,000
52028	FIRE INSURANCE	4	4	4
52054	MAINT OF EQUIP EXT	34,000	34,000	34,000
52069	PRINTING COSTS		0	0
52292	SOFTWARE LICENSES & MTNCE	742,745	740,631	775,000
52305	CONTRACTED COMPUTER MAINT.	151,000	151,000	157,000
Contract Services Total		979,749	972,635	1,016,004
Equipment Purchases				
54410	EQUIPMENT PURCHASES	166,000	166,000	166,000
54411	NETWORK EQUIPMENT	63,100	63,100	63,100
Equipment Purchases Total		229,100	229,100	229,100
Materials and Supplies				
54099	PARTS AND MATERIALS	4,300	4,300	4,300
54103	GASOLINE #2 (VEHICLE)	566	550	600
54118	OFFICE SUPPLIES	4,600	4,600	4,600
Materials and Supplies Total		9,466	9,450	9,500
Other				
51141	TRAINING & DEVELOPMENT COSTS	29,284	28,000	29,300
59048	LUNCHEONS	500	500	500
59059	MEMBERSHIP	700	400	400
59080	INTERNAL EQUIPMENT RENTAL	3,100	3,000	3,000
59098	SUBSCRIPTIONS	500	0	0
59138	BUSINESS TRAVEL - MILEAGE	8,498	6,000	6,000
59139	CONFERENCE COSTS	13,290	13,000	13,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	0	4,800	4,800
Other Total		55,872	55,700	57,000
Reserve Appropriation				
58506	OFFICE EQUIPMENT B/L 3656	325,000	300,000	450,000

Costing Center Summary

Costing Center: INFORMATION TECHNOLOGY

Reserve Appropriation Total	325,000	300,000	450,000
Salaries and Wages			
51083 REGULAR SALARIES	1,184,217	1,210,053	1,234,524
51084 OVERTIME SALARIES	42,400	40,000	42,400
51231 INTERNAL SALARIES		0	0
Salaries and Wages Total	1,226,617	1,250,053	1,276,924
Transfers to/from Internal Accounts			
59334 INTERNAL CHARGES	(15,000)	(15,765)	(15,765)
59997 TRANSFER FR RESERVES		0	0
Transfers to/from Internal Accounts Total	(15,000)	(15,765)	(15,765)
Utilities			
53130 TELEPHONE REGULAR	13,168	10,566	13,200
53295 RADIO COSTS	50,900	41,900	43,900
59134 DATA COMMUNICATIONS	54,320	43,908	44,000
Utilities Total	118,388	96,374	101,100
	2,929,191	2,897,547	3,123,863
Net Total	(2,927,191)	(2,894,547)	(3,120,863)

Costing Center Summary

Costing Center: INSURANCE EXPENSES

Previous Costing Center: INSURANCE EXPENSES

Division: PROTECTIVE SERVICES

Department: EMERGENCY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0060

Approved: No

Manager: Brian Kayes 729-2239

Description:

This cost center covers fire, liability and fidelity insurance costs for the City less specific allocations to the Utility Fund and vehicles.

Comments:

All insurance costs, other than general liability are allocated to their respective cost centres.

Outlook:

Costing Center Summary

Costing Center: *INSURANCE EXPENSES*

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures				
Contract Services				
52028	FIRE INSURANCE	202,175	156,865	161,570
52029	LIABILITY INSURANCE	202,347	209,300	215,582
52030	FIDELITY INSURANCE	5,487	5,690	5,860
52035	ACCIDENT INSURANCE	713	666	666
52229	INSUR RECOV - WATER	(32,769)	(37,763)	(38,896)
52230	INSUR RECOV - SEWAGE	(32,707)	(38,256)	(39,404)
52307	LEASED VEHICLES		0	0
Contract Services Total		345,246	296,502	305,378
Other				
52155	REBATES OR SURCHARGES	(20,000)	(25,000)	(25,000)
Other Total		(20,000)	(25,000)	(25,000)
Transfers to/from Internal Accounts				
52997	INSURANCE PREMIUM RECOVERIES	(177,626)	(153,296)	(157,894)
Transfers to/from Internal Accounts Total		(177,626)	(153,296)	(157,894)
		147,620	118,206	122,484
Net Total		(147,620)	(118,206)	(122,484)

Costing Center Summary

Costing Center: RISK AND EMERGENCY MANAGEMENT

Previous Costing Center: RISK AND EMERGENCY
Division: PROTECTIVE SERVICES
Department: EMERGENCY
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2472
Approved: No
Manager: Brian Kayes 729-2239

Description:

This cost center captures the administrative costs for the Risk and Emergency Management Department.

Comments:

The Director of Emergency Management facilitates, develops, and manages two interrelated networks. One network is internal and operates within the City organization and is structured around the Brandon Emergency Plan to ensure preparedness for emergency response. The second operates as a partnership with various businesses and agencies within the community and is most commonly known as the Brandon Emergency Support Team (BEST). This partnership provides resources for public information, supports response activities and is a knowledge resource for planning.

Approximately 25% of these costs are expected to be recovered through industry memberships in the Brandon Emergency Support Team. This covers the costs associated with conducting a full scale emergency exercise as well as emergency preparedness promotional activities and materials. The Brandon Emergency Alerting Program continues to expand in number of siren stations (currently 11) as well as in overall community awareness and acceptance.

The Risk Management program provides expertise in insurance claims management for both the City's General Insurance and Vehicle Insurance portfolios. Risk Management also encompasses inspections and utilizes a variety of data to determine and make recommendations to reduce risk exposure on City property and during City activities.

Outlook:

It is expected that growth in the Emergency Management Program will continue at a slow but steady pace as many aspects of the program reach maturity. A functional exercise with the BEST Team will take place in 2015. It is anticipated that the City will require 12 to 15 emergency siren stations (an increase of 1-4 units) for the system to be fully effective based on anticipated future growth. Siren equipment purchases will continue over the next few years and will be located based on need created by new development.

Costing Center Summary

Costing Center: RISK AND EMERGENCY MANAGEMENT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Income from Enterprises			
49388 ORGANIZATIONS/FOUNDATIONS	9,000	14,033	0
Income from Enterprises Total	9,000	14,033	0
Other Income			
42999 REVENUE	50,000	50,000	50,000
Other Income Total	50,000	50,000	50,000
User Fees and Sales of Goods			
42142 MERCHANDISE SALES	0	0	0
User Fees and Sales of Goods Total	0	0	0
	59,000	64,033	50,000
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	90	220	220
Benefits Total	90	220	220
Capital Contribution			
10300 CAPITAL PROJECTS	0	42,000	0
Capital Contribution Total	0	42,000	0
Contract Services			
52028 FIRE INSURANCE	66	68	70
52072 LEGAL FEES	2,000	0	0
Contract Services Total	2,066	68	70
Equipment Purchases			
54410 EQUIPMENT PURCHASES	9,000	1,000	0
Equipment Purchases Total	9,000	1,000	0
Materials and Supplies			
54062 LIABILITY CLAIMS		0	0
54099 PARTS AND MATERIALS	2,700	2,770	2,770
54103 GASOLINE #2 (VEHICLE)	2,240	1,680	1,680
54693 FLOOD PARTS & MATERIALS		0	0
Materials and Supplies Total	4,940	4,450	4,450
Other			
51141 TRAINING & DEVELOPMENT COSTS	4,000	4,850	4,250
59014 WORK ORDERS		0	0
59048 LUNCHEONS	400	400	400
59059 MEMBERSHIP	575	780	730
59080 INTERNAL EQUIPMENT RENTAL	4,000	3,800	3,800
59098 SUBSCRIPTIONS	400	603	603
59138 BUSINESS TRAVEL - MILEAGE	843	684	684
59139 CONFERENCE COSTS	3,500	3,500	3,500
59156 PUBLIC EDUCATION PROJECTS	30,000	30,000	30,000
59256 EMERGENCY ALERT SYSTEM	2,500	4,000	4,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	6,000	6,000	6,000
Other Total	52,218	54,617	53,967

Costing Center Summary

Costing Center: RISK AND EMERGENCY MANAGEMENT

Salaries and Wages

51083	REGULAR SALARIES	164,363	178,810	174,456
51231	INTERNAL SALARIES		0	0

Salaries and Wages Total	164,363	178,810	174,456
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Utilities

53046	POWER	2,790	2,800	2,800
53130	TELEPHONE REGULAR	900	1,916	1,916
53295	RADIO COSTS		0	0

Utilities Total	3,690	4,716	4,716
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236,367	285,881	237,879
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Net Total	(177,367)	(221,848)	(187,879)
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Costing Center Summary

Costing Center: ACCOUNTING

Previous Costing Center: ACCOUNTING
Division: GENERAL
Department: TREASURY
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0030
Approved: No
Manager: Val Rochelle 729-2223

Description:

This cost center covers costs related to the administration and operations of the Treasury Department. This includes staffing costs as well as general office costs.

Comments:

Treasury is a professional services department responsible for purchasing, accounts payable, accounts receivable, utility billing, licensing, property taxes and By-law collections. Higher level functions include corporate finance, performance measurement, analysis, budgeting, and ensuring that the City is in compliance with many forms of legislation, accounting standards, and the City's own By-laws.

Outlook:

Costing Center Summary

Costing Center: ACCOUNTING

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Investment Income			
46042 INTEREST EARNED	0	0	0
46053 INCOME ON LONG TERM INVESTMENT	0	0	0
46173 INTEREST REALLOCATION	0	0	0
Investment Income Total	0	0	0
Other Income			
42365 COMMISSION REVENUES	540	480	480
42369 US FUNDS		0	0
42999 REVENUE	15,000	20,000	20,000
46117 INTEREST ON ACCTS REC	45,000	45,000	45,000
49137 DEB DEBT RECOVERY-GAS	3,466	3,404	3,404
Other Income Total	64,006	68,884	68,884
Permits, Licenses and Fines			
45319 LIEN RECOVERIES	2,000	2,000	2,000
Permits, Licenses and Fines Total	2,000	2,000	2,000
User Fees and Sales of Goods			
42299 ACCOUNT CONFIRMATIONS	50,400	60,000	60,000
User Fees and Sales of Goods Total	50,400	60,000	60,000
	116,406	130,884	130,884
Expenditures			
Contract Services			
52015 CONTRACTS	13,920	14,040	14,040
52020 PROFESSIONAL FEES	0	12,000	12,000
52069 PRINTING COSTS	5,750	5,750	5,750
52072 LEGAL FEES		0	0
52089 COMMISSION	2,500	2,500	2,500
52219 BOND RATING CHARGES		0	0
52387 BANK PROCESSING FEES	4,500	5,500	5,500
52759 SECURITY	100	100	100
Contract Services Total	26,770	39,890	39,890
Equipment Purchases			
54410 EQUIPMENT PURCHASES	1,000	3,750	2,000
Equipment Purchases Total	1,000	3,750	2,000
Materials and Supplies			
54099 PARTS AND MATERIALS	13,100	13,000	13,000
Materials and Supplies Total	13,100	13,000	13,000

Costing Center Summary

Costing Center: ACCOUNTING

Other				
51141	TRAINING & DEVELOPMENT COSTS	19,025	12,430	2,925
59003	ADVERTISING	4,000	2,000	2,000
59048	LUNCHEONS	500	500	500
59059	MEMBERSHIP	4,495	5,565	5,565
59098	SUBSCRIPTIONS	200	200	200
59138	BUSINESS TRAVEL - MILEAGE	300	200	200
59139	CONFERENCE COSTS	5,450	6,950	5,450
59207	CASH OVER/SHORT		0	0
59241	SPECIAL PROGRAMS		0	0
59311	LIEN ADMINISTRATION FEES	2,000	2,000	2,000
Other Total		35,970	29,845	18,840
Salaries and Wages				
51083	REGULAR SALARIES	862,695	883,621	908,566
51084	OVERTIME SALARIES	9,215	8,925	9,075
51231	INTERNAL SALARIES		0	0
Salaries and Wages Total		871,910	892,546	917,641
Transfers to/from Internal Accounts				
59997	TRANSFER FR RESERVES	(145,319)	(50,000)	0
Transfers to/from Internal Accounts Total		(145,319)	(50,000)	0
Utilities				
53130	TELEPHONE REGULAR	5,475	5,040	5,040
Utilities Total		5,475	5,040	5,040
		808,906	934,071	996,411
Net Total		(692,500)	(803,187)	(865,527)

Costing Center Summary

Costing Center: CENTENNIAL AUDITORIUM

Previous Costing Center: CENTENNIAL
Division: RECREATION &
Department: TREASURY - Cultural
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0320
Approved: No
Manager: Val Rochelle 729-2223

Description:

This cost center covers the City's 50% share of the expected operating deficit for the Western Manitoba Centennial Auditorium. The Province is responsible for the other 50% of all operating deficits in accordance with the May 1973 agreement.

Comments:

Outlook:

Costing Center Summary

Costing Center: CENTENNIAL AUDITORIUM

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Grants and Contributions			
55024 OTHER GRANTS	145,605	111,500	114,845
Grants and Contributions Total	145,605	111,500	114,845
Reserve Appropriation			
58524 CENTENNIAL AUDITORIUM B/L 4647	150,000	50,000	50,000
Reserve Appropriation Total	150,000	50,000	50,000
	295,605	161,500	164,845
Net Total	(295,605)	(161,500)	(164,845)

Costing Center Summary

Costing Center: CONDITIONAL GRANT REVENUE

Previous Costing Center: CONDITIONAL GRANT

Division: GENERAL

Department: TREASURY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2448

Approved: No

Manager: Val Rochelle 729-2223

Description:

Comments:

Outlook:

Costing Center Summary

Costing Center: CONDITIONAL GRANT REVENUE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43520 PROVINCIAL FLOOD RECOVERIES	0	0	0
Conditional Government Transfers Total	0	0	0
	0	0	0
Net Total	0	0	0

Costing Center Summary

Costing Center: GRANTS-LONG TERM AGREEMENTS

Previous Costing Center: GRANTS-LONG TERM

Division: GENERAL

Department: TREASURY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2410

Approved: No

Manager: Val Rochelle 729-2223

Description:

This cost center includes multi-year agreements entered into by Council that include capital or operating support or property tax payment programs.

Comments:

Current grants include the tax agreement for the ACC Culinary Arts Building, Green House and Trades Centre located at the North Hill campus.

Outlook:

Costing Center Summary

Costing Center: GRANTS-LONG TERM AGREEMENTS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Grants and Contributions			
55302 ASSINIBOINE COMMUNITY COLLEGE	279,345	284,801	290,498
Grants and Contributions Total	279,345	284,801	290,498
	279,345	284,801	290,498
Net Total	(279,345)	(284,801)	(290,498)

Costing Center Summary

Costing Center: KEYSTONE CENTRE GRANT

Previous Costing Center: KEYSTONE CENTRE
Division: RECREATION &
Department: TREASURY - Cultural
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2455
Approved: No
Manager: Val Rochelle 729-2223

Description:

This cost center reflects the City's commitment to contribute funds to the Keystone Centre.

Comments:

The budget includes funding as follows:

- 1) 250,000 per year for operating costs and an additional \$125,000 per year for debt reduction. This funding agreement covers a 10 year period from 2009 to 2019 inclusive and includes matching funds from the Province.
- 2) An annual grant in an amount equal to the municipal taxes collected from Canad Inns - Brandon Ltd. in respect of the operations on the Keystone Centre lands.
- 3) Annual debenture principal and interest payments for the City's contribution to the Memorial Cup upgrades and capital improvements, which will expire in 2023 and 2022 respectively.
- 4) Annual debenture principal and interest for the roof repairs, with payments expected to start in 2015.

Outlook:

Costing Center Summary

Costing Center: KEYSTONE CENTRE GRANT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	336,041	477,582	497,643
57439 DEBENTURE DEBT INTEREST	169,154	328,870	309,012
Debenture Debt Servicing Costs Total	505,195	806,452	806,655
Grants and Contributions			
55024 OTHER GRANTS	375,000	375,000	375,000
55442 TAX CREDITS	166,342	169,592	172,984
Grants and Contributions Total	541,342	544,592	547,984
	1,046,537	1,351,044	1,354,639
Net Total	(1,046,537)	(1,351,044)	(1,354,639)

Costing Center Summary

Costing Center: LICENSING REVENUES

Previous Costing Center: LICENSING REVENUES
Division: PROTECTIVE SERVICES
Department: TREASURY - Prot Serv
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2452
Approved: No
Manager: Val Rochelle 729-2223

Description:

This cost center is comprised of various types of business licenses and the permit fees in-lieu-of-tax for mobile homes.

Comments:

The Mobile Home By-law requires payment of fees based on the units size and age. This requires the park owner to report on the unit inventory and the City's License Inspector will perform an annual audit on the reports. Fees are increased annually by a percentage as determined by the Consumer Price Index (CPI) Winnipeg, set at 2.25% for 2015 and estimated at 1.50% for 2016.

Home-based business licenses are intended to be relative to the difference between residential property tax rates and commercial property tax rates for the home office space.

Outlook:

Costing Center Summary

Costing Center: LICENSING REVENUES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
45999 REVENUE	1,200	1,200	1,200
Other Income Total	1,200	1,200	1,200
Permits, Licenses and Fines			
45672 AUTO LIVERY	25,620	34,500	34,500
45679 MOVING PERMITS	18,750	25,000	30,000
45682 HOME DEALER	110,000	100,000	100,000
45686 RESTAURANT	210	840	840
45690 TRANSIENT BUSINESS	105,000	105,000	105,000
45694 VENDING MACHINE	1,400	680	680
45696 DERELICT VEHICLE	200	200	200
45700 ANIMAL LICENSES	16,000	13,000	13,000
45710 MOBILE HOME	985,017	1,009,486	1,002,145
45715 TRADE SHOW	4,000	4,000	4,000
Permits, Licenses and Fines Total	1,266,197	1,292,706	1,290,365
	1,266,197	1,293,906	1,291,565
		0.93%	(0.18%)
Net Total	1,267,397	1,293,906	1,291,565

Costing Center Summary

Costing Center: PROFESSIONAL & AUDIT FEES

Previous Costing Center: PROFESSIONAL & AUDIT

Division: GENERAL

Department: TREASURY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0022

Approved: No

Manager: Val Rochelle 729-2223

Description:

This cost center reflects the costs incurred with respect to regular audit fees and special fees when auditors are consulted or engaged for projects outside their regular duties.

Comments:

The City engages its auditors for five year terms. The current term expires in 2015.

Outlook:

Costing Center Summary

Costing Center: PROFESSIONAL & AUDIT FEES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52264 AUDITING FEES	34,830	35,640	37,422
52265 SPECIAL AUDIT FEES	2,500	2,500	2,500
Contract Services Total	37,330	38,140	39,922
	37,330	38,140	39,922
Net Total	(37,330)	(38,140)	(39,922)

Costing Center Summary

Costing Center: RESIDENT ASSISTANCE

Previous Costing Center: RESIDENT ASSISTANCE

Division: PUBLIC HEALTH AND

Department: TREASURY - Welfare

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1442

Approved: No

Manager: Val Rochelle 729-2223

Description:

This cost center covers the City's annual contribution under the one-tier system of income assistance.

Comments:

The one-tier system began in 2004/2005. At that time the Province calculated the City's contribution to the system. The contribution has remained static ever since.

Outlook:

There has been no correspondence on this issue since its inception. It is expected that if the contribution amounts are to change in the future there will be some negotiation on the issue.

Costing Center Summary

Costing Center: RESIDENT ASSISTANCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52211 WELFARE	267,032	267,032	267,032
Contract Services Total	267,032	267,032	267,032
	267,032	267,032	267,032
Net Total	(267,032)	(267,032)	(267,032)

Costing Center Summary

Costing Center: TAX REVENUES

Previous Costing Center: TAX REVENUES
Division: GENERAL
Department: TREASURY - Fiscal
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2443
Approved: No
Manager: Val Rochelle 729-2223

Description:

This cost center consists of the funds raised by the municipal portion of the mill rate levy on Real and Personal Property as well as local improvement frontage levies.

Comments:

The expense portion of this cost centre includes tax credits related to the Renaissance District Tax Credit program, tax credits to property owners as a result of the annexation of land from the RM of Cornwallis, compensation to the RM of Cornwallis for lost property tax revenue due to the annexation, and discounts for prepayment of property taxes.

Outlook:

Costing Center Summary

Costing Center: TAX REVENUES

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Property Taxes				
41420	REAL PROPERTY TAXES	37,361,560	38,322,635	43,457,361
41422	FRONTAGE LEVIES	93,141	89,233	0
41433	PERSONAL PROPERTY - RP	22,845	0	0
41440	BUSINESS	117,108	118,992	0
41450	REAL PROPERTY SUPP TAXES	950,000	1,100,000	1,000,000
41480	ARREARS TAX PENALTY	210,000	210,000	210,000
41484	CURRENT YEAR TAX PENALTY	175,000	225,000	225,000
48430	PERSONAL PROPERTY - GIL	167,764	0	0
48500	TAX REVENUES FEDERAL GOVT	338,359	2,341,620	0
48510	TAX REVENUES PROVINCIAL GOVT	1,792,795	0	0
59486	TAX WRITE OFFS		0	0
Property Taxes Total		41,228,572	42,407,480	44,892,361
		41,228,572	42,407,480	44,892,361
Expenditures				
Grants and Contributions				
55442	TAX CREDITS	37,551	57,837	56,128
55450	RM OF CORNWALLIS	4,305	3,610	1,805
Grants and Contributions Total		41,856	61,447	57,933
Other				
59216	DISCOUNT	115,000	115,000	115,000
Other Total		115,000	115,000	115,000
Reserve Appropriation				
58548	TAX RESERVE	3,722	2,828	0
Reserve Appropriation Total		3,722	2,828	0
Transfers to/from Internal Accounts				
41997	TRANSFER TO UTILITY	54,636	0	0
Transfers to/from Internal Accounts Total		54,636	0	0
		215,214	179,275	172,933
Net Total		41,443,786	42,228,205	44,719,428

Costing Center Summary

Costing Center: UNCONDITIONAL GRANT REVENUES

Previous Costing Center: UNCONDITIONAL GRANT

Division: GENERAL

Department: TREASURY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2447

Approved: No

Manager: Val Rochelle 729-2223

Description:

This cost center reflects the three unconditional grants received from the Provincial Government. The first is a per capita grant (Building Manitoba Fund/Tax Sharing), the second is based on the prior year's salary costs (General Support), and the third is the Municipal Programs grant.

Comments:

The actual receipts in 2014 for the Building Manitoba Fund remained at the same level as 2013 and an equal amount has been budgeted for in 2015 and 2016.

The 2015 and 2016 budgets for the General Support grant is based on 2014 actuals with increases of 2% per year.

The actual Municipal Programs grant received decreased significantly in 2010 (approximately \$263,000) and has not changed significantly since then. The budget has therefore remained relatively flat over the past few years.

In 2012 and prior the 'Municipal Programs' grant was called the 'Video Lottery Terminal' grant. The name was changed in 2013.

Outlook:

Costing Center Summary

Costing Center: UNCONDITIONAL GRANT REVENUES

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Unconditional Government Transfers				
43540	PROVINCIAL BUILDING MB	7,310,000	7,306,783	7,306,783
43545	PROVINCIAL MUNICIPAL PROGRAMS	650,000	650,000	650,000
43550	PROVINCIAL GENERAL SUPPORT	796,110	825,000	845,000
Unconditional Government Transfers Total		8,756,110	8,781,783	8,801,783
		8,756,110	8,781,783	8,801,783
Net Total		8,756,110	8,781,783	8,801,783

Costing Center Summary

Costing Center: ENGINEERING SERVICES

Previous Costing Center: ENGINEERING
Division: TRANSPORTATION
Department: ENGINEERING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0132
Approved: No
Manager: Patrick Pulak 729-2477

Description:

This costing center captures all costs associated with operating the Engineering Section of Development Services. The majority of the costs are payroll and vehicle expenses.

Comments:

The year 2015 should reflect an Engineering Department with a full staffing compliment.

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

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43520 PROVINCIAL FLOOD RECOVERIES		0	0
43640 PROV. GRANT-IN-AID	100,000	100,000	100,000
43660 PROVINCIAL OTHER		0	0
44500 FEDERAL GOV'T	2,265,632	2,369,422	2,487,894
Conditional Government Transfers Total	2,365,632	2,469,422	2,587,894
Income from Enterprises			
49390 DEVELOPER CONTRIBUTIONS	0	0	0
Income from Enterprises Total	0	0	0
Other Income			
45999 REVENUE	50,000	0	0
Other Income Total	50,000	0	0
Permits, Licenses and Fines			
45001 DRIVEWAY APPROACH PERMIT	16,000	16,480	16,974
45002 CROSSING PERMIT	16,000	16,480	16,974
45251 FOOTING & GRADING	18,000	18,540	19,096
Permits, Licenses and Fines Total	50,000	51,500	53,045
User Fees and Sales of Goods			
45348 MAP AND ATLAS REVENUES	0	0	0
45367 DEVELOPMENT AGREEMENTS	0	0	0
User Fees and Sales of Goods Total	0	0	0
	2,465,632	2,520,922	2,640,939
Expenditures			
Benefits			
51010 MISC EMPLOYEE ALLOWANCE		0	0
51122 BOOT ALLOWANCE	600	600	618
51123 PROTECTIVE CLOTHING		0	0
Benefits Total	600	600	618
Capital Contribution			
10300 CAPITAL PROJECTS	0	0	0
Capital Contribution Total	0	0	0
Contract Services			
52015 CONTRACTS	0	11,000	11,000
52019 CONSULTING FEES	202,000	65,000	20,600
52020 PROFESSIONAL FEES		0	0
52028 FIRE INSURANCE	70	72	74
52069 PRINTING COSTS	5,000	5,000	5,000
52072 LEGAL FEES	4,000	0	0
Contract Services Total	211,070	81,072	36,674
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	17,000	0
Equipment Purchases Total	0	17,000	0

Costing Center Summary

Costing Center: ENGINEERING SERVICES

Materials and Supplies				
54021	FREIGHT	800	0	0
54065	LIABILITY RECOVERIES		0	0
54099	PARTS AND MATERIALS	17,000	18,000	18,500
54103	GASOLINE #2 (VEHICLE)	21,000	16,000	20,000
Materials and Supplies Total		38,800	34,000	38,500
Other				
51141	TRAINING & DEVELOPMENT COSTS	4,000	4,500	4,635
59003	ADVERTISING	4,000	0	0
59048	LUNCHEONS	800	1,000	1,000
59059	MEMBERSHIP	7,000	5,000	5,000
59080	INTERNAL EQUIPMENT RENTAL	23,700	24,200	24,200
59138	BUSINESS TRAVEL - MILEAGE	4,500	1,000	1,000
59139	CONFERENCE COSTS	8,250	8,500	8,500
59241	SPECIAL PROGRAMS	45,000	45,000	45,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	42,404	38,700	38,700
Other Total		139,654	127,900	128,035
Reserve Appropriation				
58520	CAPITAL DEVELOPMENT B/L 4976	110,000	252,500	200,000
58522	STORM SEWERS B/L 3835	200,000	177,500	200,000
58523	DIKING/FLOOD CONTROL B/L 4923	200,000	200,000	200,000
58527	PROFESSIONAL FEES B/L 5886		0	0
58531	8TH STR BRIDGE B/L 6661	76,520	75,000	75,000
58538	TRAFFIC CONTROL B/L 4751		0	0
58559	GENERAL GAS TAX RESERVE B/L	2,265,632	2,369,422	2,487,894
Reserve Appropriation Total		2,852,152	3,074,422	3,162,894
Salaries and Wages				
51083	REGULAR SALARIES	776,475	806,495	805,007
51084	OVERTIME SALARIES	4,000	4,000	4,000
Salaries and Wages Total		780,475	810,495	809,007
Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES		0	0
59997	TRANSFER FR RESERVES	(120,000)	(135,000)	(45,000)
Transfers to/from Internal Accounts Total		(120,000)	(135,000)	(45,000)
Utilities				
53130	TELEPHONE REGULAR	6,500	21,000	21,450
53445	CELLULAR TELEPHONE	14,500	0	0
Utilities Total		21,000	21,000	21,450
		3,923,751	4,031,489	4,152,178
Net Total		(1,458,119)	(1,510,567)	(1,511,239)

Costing Center Summary

Costing Center: GENERAL RECONSTRUCTION PROJECT

Previous Costing Center: GENERAL
Division: TRANSPORTATION
Department: ENGINEERING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 3957
Approved: No
Manager: Patrick Pulak 729-2477

Description:

This costing 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:

Outlook:

As infrastructure needs increase in the future this costing center will require more funding.

Costing Center Summary

Costing Center: GENERAL RECONSTRUCTION PROJECT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Capital Contribution			
10300 CAPITAL PROJECTS	950,000	350,000	400,000
Capital Contribution Total	950,000	350,000	400,000
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	(625,000)	(25,000)	(75,000)
Transfers to/from Internal Accounts Total	(625,000)	(25,000)	(75,000)
	(625,000)	325,000	325,000
Net Total	325,000	(325,000)	(325,000)

Costing Center Summary

Costing Center: SIDEWALK & CURB PROJECTS

Previous Costing Center: SIDEWALK & CURB
Division: TRANSPORTATION
Department: ENGINEERING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2482
Approved: No
Manager: Patrick Pulak 729-2477

Description:

This budget provides the funds to install new sidewalks as well as repair existing curbs and sidewalks in conjunction with the street resurfacing program.

Comments:

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

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	756,500	225,000	450,000
Contract Services Total	756,500	225,000	450,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	(606,500)	(75,000)	(300,000)
Transfers to/from Internal Accounts Total	(606,500)	(75,000)	(300,000)
	150,000	150,000	150,000
Net Total	(150,000)	(150,000)	(150,000)

Costing Center Summary

Costing Center: STREET RESURFACING PROJECTS

Previous Costing Center: STREET RESURFACING

Division: TRANSPORTATION

Department: ENGINEERING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2481

Approved: No

Manager: Patrick Pulak 729-2477

Description:

This costing center allows for the resurfacing of paved streets. A number of resurfacing techniques are applied including grinding and removing the old asphalt and applying new asphalt, applying a chip seal and overlaying existing streets with asphalt to name a few.

Comments:

The budget for these projects in 2015 is approximately the same as was in 2014 at \$2,000,000.

Outlook:

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

Costing Center Summary

Costing Center: STREET RESURFACING PROJECTS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	2,566,500	2,000,000	2,000,000
Contract Services Total	2,566,500	2,000,000	2,000,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	(1,166,500)	(1,100,000)	(1,100,000)
Transfers to/from Internal Accounts Total	(1,166,500)	(1,100,000)	(1,100,000)
	1,400,000	900,000	900,000
Net Total	(1,400,000)	(900,000)	(900,000)

Costing Center Summary

Costing Center: BUILDING SAFETY

Previous Costing Center: BUILDING SAFETY

Division: PROTECTIVE SERVICES

Department: PLANNING - Inspections

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0270

Approved: No

Manager: Louisa Garbo 729-2117

Description:

This costing center highlights the revenues generated by building permits, plumbing permits, and an assortment of other permits issued under the authority of the Building By-law. Expenditures to support the functions of the Building Safety department include salaries and administrative costs. This cost centre also includes expenses related to inspector vehicles, communications, and on-going training.

Comments:

The construction industry remains strong within our region. Mid-size to large-scale mixed use commercial and industrial projects are expected to continue to increase in 2015. The shift in dwelling units from single family dwellings to larger condo projects is expected to continue to increase. In 2015, the Division will continue to work on the tasks identified in the Department's Work Program 2014-2016, the Division will also tackle the various public outreach initiatives that the division was unable to tackle due to the lack of manpower with losing staff to the competitive market. The goal for 2015 is to continue to serve and build the community by implementing the newly amended by-laws, providing outreach program to the development community, assisting redevelopment through the Vacant and Derelict Building By-law initiate, implementing the proposed fee schedules through various review processes, by improving technological support for the administrative functions.

Outlook:

Costing Center Summary

Costing Center: BUILDING SAFETY

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Other Income				
42559	PRIVATE WORK	0	0	0
42988	MISCELLANEOUS REVENUE	0	0	0
Other Income Total		0	0	0
Permits, Licenses and Fines				
45514	BUILDING PERMITS	850,000	1,021,199	1,032,000
45515	PLUMBING PERMITS	96,140	112,044	112,203
45516	OCCUPANCY PERMITS	2,990	15,691	15,995
45532	VACANT/DERELICT BLDG PERMITS	90,000	20,000	20,000
45538	ORDER ISSUANCE FEES	5,000	10,000	10,000
Permits, Licenses and Fines Total		1,044,130	1,178,934	1,190,198
User Fees and Sales of Goods				
42535	INSPECTIONS & MILEAGE FEES	0	111,397	111,397
42539	CONTRACT INSPECTIONS	300	0	0
User Fees and Sales of Goods Total		300	111,397	111,397
		1,044,430	1,290,331	1,301,595
Expenditures				
Benefits				
51122	BOOT ALLOWANCE	720	990	990
51146	CLOTHING ALLOWANCE	1,500	1,500	800
Benefits Total		2,220	2,490	1,790
Contract Services				
52015	CONTRACTS	0	3,000	3,000
52020	PROFESSIONAL FEES	0	1,000	1,000
52057	SPEC PROG CONTRACTS	30,000	10,000	10,000
52069	PRINTING COSTS	4,000	3,000	3,000
52072	LEGAL FEES	8,000	0	0
52387	BANK PROCESSING FEES	13,500	23,000	25,000
Contract Services Total		55,500	40,000	42,000
Equipment Purchases				
54410	EQUIPMENT PURCHASES	5,500	5,500	5,500
Equipment Purchases Total		5,500	5,500	5,500
Materials and Supplies				
54099	PARTS AND MATERIALS	8,500	10,000	10,000
54103	GASOLINE #2 (VEHICLE)	6,400	4,592	7,000
Materials and Supplies Total		14,900	14,592	17,000
Other				
51141	TRAINING & DEVELOPMENT COSTS	24,247	23,338	23,338
59003	ADVERTISING	500	500	500
59059	MEMBERSHIP	700	1,100	500
59080	INTERNAL EQUIPMENT RENTAL	21,000	21,000	21,000
59138	BUSINESS TRAVEL - MILEAGE	500	500	500
59139	CONFERENCE COSTS	5,862	2,672	2,672
59993	EQUIPMENT CAPITAL CONTRIBUTION	40,000	42,000	42,000

Costing Center Summary

Costing Center: BUILDING SAFETY

Other Total	92,809	91,110	90,510
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Costing Center Summary

Costing Center: BUILDING SAFETY

Salaries and Wages

51083	REGULAR SALARIES	830,664	998,767	1,031,221
51084	OVERTIME SALARIES	20,000	20,000	20,000
51231	INTERNAL SALARIES		0	0

Salaries and Wages Total

850,664	1,018,767	1,051,221
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Utilities

53130	TELEPHONE REGULAR	1,500	8,500	8,500
53445	CELLULAR TELEPHONE	9,000	0	0

Utilities Total

10,500	8,500	8,500
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1,032,093	1,180,959	1,216,521
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Net Total

12,337	109,372	85,074
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Costing Center Summary

Costing Center: PLANNING AND DEVELOPMENT

Previous Costing Center: PLANNING AND

Division: REGIONAL PLANNING &

Department: PLANNING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0273

Approved: No

Manager: Louisa Garbo 729-2117

Description:

This costing centre highlights revenue generated by land use applications including conditional uses, variances, subdivisions, rezoning, and development plan amendment applications for 2015. Expenses associated with this cost centre include salaries, benefits, and administrative costs and cost of providing services to BAPD. Also included in the expenses are the costs for the preparation and operation of Planning Commission and the District Board meetings, and the fiscal impact analysis for the City.

Comments:

The construction industry remains strong within our region. Mid-size to large-scale mixed use commercial and industrial projects are expected to increase in 2015; increase in development applications is expected to continue. The goal for 2015 is to move forward and finalize some planning initiatives started in 2014 and to continue to serve and build the community. In 2015, the Planning Division will start working on the major amendment to the BAPD Development Plan process and various planning initiatives such as the master plans, improving development policies and process requirements, and drafting new secondary plans (Central Neighborhoods, East Brandon Industrial, Lady Slipper Property). The Planning Division will also provide assistance to the Transportation and Parks Departments on the amendment of their Master Plans. In 2015, the Planning Division will work toward completing the tasks identified in the Growth Strategy, the North Brandon Gateway Secondary Plan, the Southwest Brandon Secondary Plan, Downtown HUB and the existing Development Plan. The Planning Division will also be working on large-scale projects as a result of the adoption of the Growth Strategy, to continue to work toward finishing the educational program to educate the public on the various newly adopted policies and programs, including the Building a Sustainable Community initiative and the Public Outreach program. The Division will start implementing the fiscal impact analysis on projects, and to assist Engineering staff in the development of the Front-ending by-law and the development levy program, as well as to implement the Public-Private Partnership program. In 2015, the Division will continue the efforts to improve technological support for the administrative functions. As part of the process, the Department will implement the 2015 Fees Schedule that capture all services provided by this Division and will continue to work on the budget structure to ensure financial sustainability for the department in times of growth declines.

Outlook:

Costing Center Summary

Costing Center: PLANNING AND DEVELOPMENT

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Other Income				
42988	MISCELLANEOUS REVENUE	5,500	21,893	27,366
Other Income Total		5,500	21,893	27,366
Permits, Licenses and Fines				
42514	MOBILE SIGN FEES	1,000	1,260	1,260
42518	VARIANCE	15,000	13,125	13,750
42519	CONDITIONAL USE APPLICATIONS	6,420	6,660	6,900
42533	SUBDIVISION APPLICATIONS	6,045	6,240	6,370
42534	SUBDIVISION LOT FEE	22,655	28,125	22,500
42546	DEVELOPMENT PERMITS	67,535	51,060	51,600
42547	URBAN DESIGN REVIEW	0	7,000	7,000
45538	ORDER ISSUANCE FEES	2,000	1,000	1,000
Permits, Licenses and Fines Total		120,655	114,470	110,380
User Fees and Sales of Goods				
42517	ZONING BYLAW AMENDMENTS	8,625	9,500	10,500
42536	DEVELOPMENT PLAN AMENDMENTS	2,100	0	0
42537	ZONING MEMORANDUMS	11,000	10,835	9,000
User Fees and Sales of Goods Total		21,725	20,335	19,500
		147,880	156,698	157,246
Expenditures				
Benefits				
51122	BOOT ALLOWANCE	0	220	220
Benefits Total		0	220	220
Contract Services				
52015	CONTRACTS	11,316	0	0
52019	CONSULTING FEES	65,000	65,000	65,000
52020	PROFESSIONAL FEES	500	1,500	1,500
52057	SPEC PROG CONTRACTS	15,000	15,000	15,000
52060	SPEC PROG LEGAL FEES		0	0
52062	SPEC PROG ROOM RENTAL EXPENSE		0	0
52069	PRINTING COSTS	3,000	3,000	2,000
52072	LEGAL FEES	7,000	0	0
52172	PLANNING DISTRICT BOARD	15,000	82,674	82,674
52387	BANK PROCESSING FEES	0	60	60
52759	SECURITY	1,000	1,200	1,200
Contract Services Total		117,816	168,434	167,434
Equipment Purchases				
54410	EQUIPMENT PURCHASES	3,000	10,000	5,000
Equipment Purchases Total		3,000	10,000	5,000
Materials and Supplies				
54022	SPEC PROG PARTS & MATERIALS		0	0
54099	PARTS AND MATERIALS	10,000	11,000	9,000
54103	GASOLINE #2 (VEHICLE)	0	1,000	1,000
54136	PARTS & MATERIALS PLANNING COMMISSION	2,000	2,000	2,000

Costing Center Summary

Costing Center: PLANNING AND DEVELOPMENT

Materials and Supplies Total	12,000	14,000	12,000
Other			
51141 TRAINING & DEVELOPMENT COSTS	7,028	15,043	11,085
59003 ADVERTISING	5,000	5,000	5,000
59014 WORK ORDERS		0	0
59025 SPEC PROG ADVERTISING		0	0
59048 LUNCHEONS	720	720	720
59059 MEMBERSHIP	2,500	2,500	3,000
59080 INTERNAL EQUIPMENT RENTAL	0	1,800	1,800
59128 PROPERTY TAXES	9,466	0	0
59138 BUSINESS TRAVEL - MILEAGE	500	500	500
59139 CONFERENCE COSTS	12,359	9,285	10,685
59993 EQUIPMENT CAPITAL CONTRIBUTION	0	4,000	4,000
Other Total	37,573	38,848	36,790
Salaries and Wages			
51026 INDEMNITY & HONORARIUM	5,000	5,000	5,000
51083 REGULAR SALARIES	811,574	719,950	747,985
51084 OVERTIME SALARIES	5,000	7,000	7,000
51183 SPECIAL OP - SALARIES		0	0
51185 SPECIAL OP - OVERTIME		0	0
51231 INTERNAL SALARIES		0	0
Salaries and Wages Total	821,574	731,950	759,985
Utilities			
53025 HEAT	2,000	0	0
53046 POWER	5,250	0	0
53130 TELEPHONE REGULAR	3,600	3,388	3,388
53150 WATER	500	0	0
53445 CELLULAR TELEPHONE	1,000	0	0
Utilities Total	12,350	3,388	3,388
	1,004,313	966,840	984,817
Net Total	(856,433)	(810,142)	(827,571)

Costing Center Summary

Costing Center: PARKING LOTS

Previous Costing Center: PARKING LOTS

Division: REGIONAL PLANNING &

Department: DEVELOPMENT

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1056

Approved: No

Manager: Patrick Pulak 729-2477

Description:

This costing center reflects the revenues from parking lot meters and monthly rentals at the City owned parking lots in the downtown area.

Comments:

2015 will see additional parking stall revenues from the A.R. McDiarmid Building parking lot. Also included starting in 2015 is a budget line for a snow clearing contract which will ensure that the parking stalls and lots that are available to the public are cleared in a timely manner.

Outlook:

Costing Center Summary

Costing Center: PARKING LOTS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
User Fees and Sales of Goods			
42242 7TH ST-000 BLK-METERED	0	2,500	2,500
42687 PARKING STALLS	68,000	96,900	114,000
User Fees and Sales of Goods Total	68,000	99,400	116,500
	68,000	99,400	116,500
Expenditures			
Contract Services			
52015 CONTRACTS	0	14,750	15,000
52089 COMMISSION		0	0
Contract Services Total	0	14,750	15,000
Materials and Supplies			
54099 PARTS AND MATERIALS	4,000	4,000	4,120
Materials and Supplies Total	4,000	4,000	4,120
Other			
59014 WORK ORDERS	0	0	0
Other Total	0	0	0
Salaries and Wages			
51231 INTERNAL SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53046 POWER	1,800	2,750	2,833
Utilities Total	1,800	2,750	2,833
	5,800	21,500	21,953
Net Total	62,200	77,900	94,548

Costing Center Summary

Costing Center: PROPERTY ADMINISTRATION

Previous Costing Center: PROPERTY
Division: REGIONAL PLANNING &
Department: DEVELOPMENT
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0272
Approved: No
Manager: Patrick Pulak 729-2477

Description:

This cost center captures the administrative costs associated with the acquisition, management, and disposal of municipal properties. Expenses include general administrative costs, survey fees, and rent offsetting grants provided to service organizations. Revenues include leases of lands, development agreements, easements, and sales of Municipally owned properties.

Comments:

Property matters continue to be an integral component of any municipality and continue to grow in complexity and outside costs.

Outlook:

The Property Administration department is currently working on a draft policy to standardize the City's leasing process and lease rates.

Costing Center Summary

Costing Center: PROPERTY ADMINISTRATION

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Income from Enterprises			
49391 CAPITAL RES CONTRIBUTION	100,000	0	0
49392 PARKS RES CONTRIBUTION		0	0
Income from Enterprises Total	100,000	0	0
Other Income			
42988 MISCELLANEOUS REVENUE	500	2,300	2,300
42999 REVENUE		0	0
Other Income Total	500	2,300	2,300
Permits, Licenses and Fines			
42728 EASEMENTS	22,000	22,000	20,000
Permits, Licenses and Fines Total	22,000	22,000	20,000
User Fees and Sales of Goods			
42468 ART GALLERY OF SW MANITOBA	209,385	213,573	217,844
42703 BRANDON NEIGHBORHOOD RENEWAL	0	1,666	0
42704 638 PRINCESS AVE		0	0
42732 100 BLACK STREET	7,102	7,395	7,395
42733 WESTMAN COMMUNICATIONS GROUP	502	512	522
42734 FEEDRITE RENTAL	762	777	793
42735 507 PACIFIC AVENUE	148	0	0
42738 900 BLK 17TH ST	12,698	14,602	14,602
42739 LAGOON PROPERTY	4,443	4,030	4,030
42742 REGIONAL LIBRARY	194,596	198,488	202,456
42744 WESTBRAN	31,791	32,426	33,075
42746 CELL TOWER RENTAL	5,160	5,160	5,160
42747 VETERANS WAY LEASE	2,799	3,110	3,173
42749 1820 PACIFIC AVE LEASE	3,457	4,773	4,773
45367 DEVELOPMENT AGREEMENTS	8,750	8,750	8,750
49152 DISBURSEMENT		0	0
49166 LANE/STREET CLOSURES		0	0
49371 LAND SALES	150,000	558,650	25,000
User Fees and Sales of Goods Total	631,593	1,053,912	527,573
	754,093	1,078,212	549,873
Expenditures			
Contract Services			
52015 CONTRACTS	6,000	3,670	3,670
52028 FIRE INSURANCE	75	77	80
52072 LEGAL FEES	8,000	0	0
Contract Services Total	14,075	3,747	3,750
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	76,699	76,808	80,744
57439 DEBENTURE DEBT INTEREST	16,441	12,425	8,488
Debenture Debt Servicing Costs Total	93,140	89,233	89,232
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	0	0

Costing Center Summary

Costing Center: PROPERTY ADMINISTRATION

Equipment Purchases Total	0	0	0
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Costing Center Summary

Costing Center: PROPERTY ADMINISTRATION

Grants and Contributions				
55458	REGIONAL LIBRARY	586,115	590,007	598,581
55477	ART GALLERY OF SW MANITOBA	209,385	213,573	217,844
Grants and Contributions Total		795,500	803,580	816,425
Materials and Supplies				
54099	PARTS AND MATERIALS	0	500	500
Materials and Supplies Total		0	500	500
Other				
51141	TRAINING & DEVELOPMENT COSTS	2,500	8,000	8,000
59003	ADVERTISING	1,000	1,000	1,000
59048	LUNCHEONS	0	200	200
59059	MEMBERSHIP	330	357	357
59128	PROPERTY TAXES	65,700	69,545	71,628
59138	BUSINESS TRAVEL - MILEAGE	300	150	150
59206	SURVEY FEES	14,000	12,000	42,000
59283	APPLICATION FEES	10,000	3,000	3,000
59507	LAND MAINTENANCE (PROPERTY)	2,000	1,500	1,500
Other Total		95,830	95,752	127,835
Reserve Appropriation				
58504	MUNICIPAL BUILDING B/L 3653	0	315,400	0
58520	CAPITAL DEVELOPMENT B/L 4976	100,000	0	0
58537	PARKS RESERVE B/L	0	0	0
Reserve Appropriation Total		100,000	315,400	0
Salaries and Wages				
51083	REGULAR SALARIES	200,220	199,625	212,025
51084	OVERTIME SALARIES	0	0	0
51231	INTERNAL SALARIES	0	0	0
Salaries and Wages Total		200,220	199,625	212,025
Transfers to/from Internal Accounts				
59997	TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total		0	0	0
Utilities				
53130	TELEPHONE REGULAR	637	645	645
Utilities Total		637	645	645
		1,299,402	1,508,482	1,250,412
Net Total		(545,309)	(430,270)	(700,539)

Costing Center Summary

Costing Center: BRANDON MUNICIPAL AIRPORT

Previous Costing Center: BRANDON MUNICIPAL
Division: TRANSPORTATION
Department: AIRPORT
Stage: Council Review

Budget Year: 2015
Accounting Reference: 1725
Approved: No
Manager: Tim Sanderson 729-2130

Description:

This account reflects the costs and revenues associated with air-side and ground-side operations/maintenance for the Brandon Municipal Airport including requirements associated with meeting Transport Canada certification standards and supporting passenger air service. The Brandon Municipal Airport is heavily regulated by Civil Aviation Regulations and is audited annually by Transport Canada to ensure proper policies and procedures are being followed in order to maintain the airport certification for aerodromes.

Comments:

The Brandon Municipal Airport serves and builds community by providing and maintaining the infrastructure required to support and encourage air industry activity to the Westman area, including passenger air service, civil aviation, air training and the services that support these activities. By maintaining and improving this Civic asset, citizens and visitors to the Westman area enjoy the option to travel by air via either WestJet Encore or Perimeter Air.

For those who do not utilize the air service directly, a number of ancillary benefits are realized as well. These include increased business activity spurred by commercial air activity, availability of air ambulance services and increased economic activity related to noncommercial aviation activity.

Outlook:

For 2015, this cost centre is favourable as a result increased revenue stemming from the success of the scheduled passenger air service provided by WestJet Encore.

Costing Center Summary

Costing Center: BRANDON MUNICIPAL AIRPORT

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Other Income				
42988	MISCELLANEOUS REVENUE	11,300	6,300	6,300
42994	RECOVERIES OTHER	0	12,000	12,000
49223	AIRPORT EQUIPMENT SALES		0	0
Other Income Total		11,300	18,300	18,300
User Fees and Sales of Goods				
42194	BUILDING RENTALS	0	42,750	44,300
42304	LANDINGS-OTHER	35,000	36,000	36,000
42305	CUSTOMS FEES - AIRPORT		0	0
42314	SNOW REMOVAL FEES	9,000	9,200	9,200
42317	LAND-INDUSTRIAL	32,100	32,100	32,100
42321	LAND-AGRICULTURAL	11,550	11,550	11,550
42322	TRAINING REVENUE	3,900	7,900	7,900
42342	MUSEUM USER FEE	3,000	3,000	3,000
42469	LANDINGS-AIRLINE	10,950	39,858	41,061
42470	AIRPORT IMPROVEMENT FEE	44,442	121,852	121,852
42472	TERMINAL FEES	16,805	58,772	60,527
42473	FUEL CONCESSION REVENUE	4,500	4,500	4,500
User Fees and Sales of Goods Total		171,247	367,482	371,989
		182,547	385,782	390,289
Expenditures				
Benefits				
51122	BOOT ALLOWANCE	270	440	440
51285	MEDICALS		0	0
Benefits Total		270	440	440
Capital Contribution				
10300	CAPITAL PROJECTS	0	0	0
Capital Contribution Total		0	0	0
Contract Services				
52015	CONTRACTS	110,527	170,256	149,561
52019	CONSULTING FEES		0	0
52028	FIRE INSURANCE	2,970	3,059	3,150
52029	LIABILITY INSURANCE		0	0
52032	VEHICLE INSURANCE		0	0
52054	MAINT OF EQUIP EXT	1,600	1,700	1,700
Contract Services Total		115,097	175,015	154,411

Costing Center Summary

Costing Center: BRANDON MUNICIPAL AIRPORT

Materials and Supplies

54021	FREIGHT	250	0	0
54022	SPEC PROG PARTS & MATERIALS	0	5,000	5,000
54052	MAINT OF BUILD EXT	6,500	6,700	6,700
54099	PARTS AND MATERIALS	20,000	34,200	34,200
54102	PETROLEUM PRODUCTS	1,333	1,375	1,375
54103	GASOLINE #2 (VEHICLE)	1,650	2,350	3,200
54104	DIESEL (VEHICLE)		0	0
54106	FUEL-TRAINING	4,100	4,200	4,200
54107	CHEMICALS	1,845	7,000	7,100
54118	OFFICE SUPPLIES	950	950	950
54129	DIESEL (OPERATING)	15,500	40,000	42,000
Materials and Supplies Total		52,128	101,775	104,725

Other

51141	TRAINING & DEVELOPMENT COSTS	6,100	6,100	6,100
59003	ADVERTISING	3,075	3,100	3,100
59014	WORK ORDERS		0	0
59080	INTERNAL EQUIPMENT RENTAL	22,200	23,600	23,600
59138	BUSINESS TRAVEL - MILEAGE	100	500	500
59139	CONFERENCE COSTS	3,000	3,000	3,000
59339	EQUIPMENT MAINTENANCE	57,000	52,000	52,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	16,320	18,220	18,220
Other Total		107,795	106,520	106,520

Reserve Appropriation

58507	BDN MUNICIPAL AIRPORT B/L 6353	41,535	113,322	113,322
Reserve Appropriation Total		41,535	113,322	113,322

Salaries and Wages

51083	REGULAR SALARIES	273,054	278,354	289,349
51084	OVERTIME SALARIES	8,000	8,300	8,500
51090	SHIFT DIFFERENTIAL	1,288	1,320	1,345
51231	INTERNAL SALARIES		0	0
Salaries and Wages Total		282,342	287,974	299,194

Transfers to/from Internal Accounts

59997	TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total		0	0	0

Utilities

53025	HEAT	21,000	21,500	21,500
53046	POWER	22,000	22,500	22,500
53130	TELEPHONE REGULAR	5,700	5,900	5,900
53150	WATER	1,000	1,050	1,100
53295	RADIO COSTS	615	650	650
Utilities Total		50,315	51,600	51,650
		649,482	836,646	830,262

Net Total

(466,935) (450,863) (439,973)

Costing Center Summary

Costing Center: 208 22ND ST N

Previous Costing Center: 208 22ND ST N

Division: REGIONAL PLANNING &

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0805

Approved: No

Manager: Ian Broome 729-2292

Description:

This is a 2400 sq. ft. single storey wood frame structure built on grade, located at 208 22nd Street North.

Comments:

Renovations will take place in 2015 to retro fit the building for the skating oval and rugby change rooms and washrooms. At this time little maintenance is provided which leaves power the main driver of this budget.

Outlook:

Currently 1/3 of the building is heated, after renovations the entire property will be heated.

Costing Center Summary

Costing Center: 208 22ND ST N

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52028 FIRE INSURANCE	121	125	129
Contract Services Total	121	125	129
Materials and Supplies			
54099 PARTS AND MATERIALS	488	288	288
Materials and Supplies Total	488	288	288
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53046 POWER	2,829	9,000	15,000
53150 WATER	175	350	350
Utilities Total	3,004	9,350	15,350
	3,613	9,763	15,767
Net Total	(3,613)	(9,763)	(15,767)

Costing Center Summary

Costing Center: BLDG & STRUCT SUPERVISION

Previous Costing Center: BLDG & STRUCT

Division: GENERAL

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 5605

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center is for the administrative costs of the Building and Traffic Section of the Operations Division.

Comments:

The Building Maintenance section provides maintenance for 16 buildings through out the City of Brandon.

Outlook:

Numerous staff are very close to the retirement age and going forward departmental functions will be reviewed.

Costing Center Summary

Costing Center: BLDG & STRUCT SUPERVISION

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	0	0	0
Conditional Government Transfers Total	0	0	0
	0	0	0
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	862	1,053	1,053
51123 PROTECTIVE CLOTHING	1,000	850	850
51285 MEDICALS	70	140	140
Benefits Total	1,932	2,043	2,043
Contract Services			
52015 CONTRACTS	0	1,100	1,100
Contract Services Total	0	1,100	1,100
Materials and Supplies			
54099 PARTS AND MATERIALS	1,000	2,000	2,000
54103 GASOLINE #2 (VEHICLE)	15,742	14,500	18,000
54104 DIESEL (VEHICLE)	900	1,907	2,307
Materials and Supplies Total	17,642	18,407	22,307
Other			
51141 TRAINING & DEVELOPMENT COSTS	0	1,250	1,250
59080 INTERNAL EQUIPMENT RENTAL	23,000	27,600	27,600
59139 CONFERENCE COSTS	450	0	0
59993 EQUIPMENT CAPITAL CONTRIBUTION	47,850	44,050	44,050
Other Total	71,300	72,900	72,900
Salaries and Wages			
51083 REGULAR SALARIES	664,817	646,457	671,056
51084 OVERTIME SALARIES	3,616	10,000	10,000
51090 SHIFT DIFFERENTIAL		0	0
Salaries and Wages Total	668,433	656,457	681,056
Utilities			
53130 TELEPHONE REGULAR	2,800	4,100	4,100
53295 RADIO COSTS	1,000	635	635
Utilities Total	3,800	4,735	4,735
	763,107	755,642	784,141
Net Total	(763,107)	(755,642)	(784,141)

Costing Center Summary

Costing Center: BRIDGE MAINTENANCE

Previous Costing Center: BRIDGE MAINTENANCE

Division: TRANSPORTATION

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0177

Approved: No

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 will need to be replaced, 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:

This structure is under review by engineering with replacement in the future.

Outlook:

The bridge has been hit in the past and weight restrictions have been placed on traffic. Snow removal is under review because of these restrictions.

Costing Center Summary

Costing Center: BRIDGE MAINTENANCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Materials and Supplies			
54099 PARTS AND MATERIALS	202	200	200
Materials and Supplies Total	202	200	200
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
Salaries and Wages Total	0	0	0
	202	200	200
Net Total	(202)	(200)	(200)

Costing Center Summary

Costing Center: CIVIC ADMIN BUILDING

Previous Costing Center: CIVIC ADMIN BUILDING

Division: GENERAL

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0047

Approved: No

Manager: Ian Broome 729-2292

Description:

This account covers all costs related to operation and maintenance of the Civic Administration Building located at 410- 9th Street.

Comments:

The City Manager, Mayor, and City Clerk offices, Human Resources, Treasury, Economic Development and Information Technology operate from this location.

Outlook:

Costing Center Summary

Costing Center: CIVIC ADMIN BUILDING

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	7,895	7,895	7,895
52028 FIRE INSURANCE	3,657	3,766	3,879
52755 CLEANING CONTRACT	46,632	48,732	48,732
Contract Services Total	58,184	60,393	60,506
Materials and Supplies			
54099 PARTS AND MATERIALS	30,000	28,000	28,000
Materials and Supplies Total	30,000	28,000	28,000
Other			
59050 MAINTENANCE OF GROUNDS	10,000	6,000	6,000
Other Total	10,000	6,000	6,000
Reserve Appropriation			
58536 MUNICIPAL BLDG MAINT B/L 4368	60,000	65,000	85,000
Reserve Appropriation Total	60,000	65,000	85,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total	0	0	0
Utilities			
53025 HEAT	39,764	52,500	52,500
53046 POWER	80,786	77,000	77,000
53150 WATER	4,000	2,200	2,200
Utilities Total	124,550	131,700	131,700
	282,734	291,093	311,206
Net Total	(282,734)	(291,093)	(311,206)

Costing Center Summary

Costing Center: CIVIC COMPLEX (A. R. MCDIARMID BUILDING)

Previous Costing Center: CIVIC COMPLEX (A. R.
Division: REGIONAL PLANNING &
Department: BUILDING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0802
Approved: No
Manager: Ian Broome 729-2292

Description:

This cost center covers all costs related to the operations and maintenance of the civic complex located at 638 Princess Avenue.

Comments:

Development Services, Planning & Building Safety, Risk & Emergency Management and Community Services operate from this location. Also at this location is the new Community Youth Center.

Outlook:

This account will reflect the debt servicing costs, relating to the retrofit of the building, starting in 2016.

Costing Center Summary

Costing Center: CIVIC COMPLEX (A. R. MCDIARMID BUILDING)

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	13,530	43,521	43,636
52028 FIRE INSURANCE	2,345	2,415	2,488
Contract Services Total	15,875	45,936	46,124
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	0	0	130,120
57439 DEBENTURE DEBT INTEREST	0	0	176,250
Debenture Debt Servicing Costs Total	0	0	306,370
Materials and Supplies			
54099 PARTS AND MATERIALS	6,000	12,000	12,000
Materials and Supplies Total	6,000	12,000	12,000
Other			
52231 INSURANCE RECOVERIES	0	0	0
Other Total	0	0	0
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53046 POWER	44,720	62,038	64,446
53150 WATER	1,500	1,500	1,500
Utilities Total	46,220	63,538	65,946
	68,095	121,474	430,440
Net Total	(68,095)	(121,474)	(430,440)

Costing Center Summary

Costing Center: CIVIC SERVICES COMPLEX

Previous Costing Center: CIVIC SERVICES
Division: TRANSPORTATION
Department: BUILDING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0136
Approved: No
Manager: Ian Broome 729-2292

Description:

This account covers the operating and maintenance costs of the building at 900 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:

This building was built in 1987.

Outlook:

With the current state of the salt shed, planning for replacement in the capital budget will be the near future.

Costing Center Summary

Costing Center: CIVIC SERVICES COMPLEX

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	2,158	2,158	2,158
52028 FIRE INSURANCE	3,944	4,063	4,185
52755 CLEANING CONTRACT	14,628	15,288	15,288
Contract Services Total	20,730	21,509	21,631
Materials and Supplies			
54099 PARTS AND MATERIALS	25,000	22,867	23,000
Materials and Supplies Total	25,000	22,867	23,000
Other			
59050 MAINTENANCE OF GROUNDS	2,000	0	0
Other Total	2,000	0	0
Reserve Appropriation			
58533 CIVIC SERVICES COMPLEX B/L5655	50,000	75,000	75,000
Reserve Appropriation Total	50,000	75,000	75,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	0	250	250
59334 INTERNAL CHARGES	(186,534)	(225,567)	(228,275)
59997 TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total	(186,534)	(225,317)	(228,025)
Utilities			
53025 HEAT	25,072	35,000	35,000
53046 POWER	54,732	62,091	64,544
53130 TELEPHONE REGULAR	500	350	350
53150 WATER	8,500	8,500	8,500
Utilities Total	88,804	105,941	108,394
	0	0	0
Net Total	0	0	0

Costing Center Summary

Costing Center: DALY HOUSE MUSEUM MAINTENANCE

Previous Costing Center: DALY HOUSE MUSEUM

Division: GENERAL

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 4062

Approved: No

Manager: Ian Broome 729-2292

Description:

This account covers maintenance to the Daly House Museum per the agreement with the Museum. The museum has approximately 2,180 square feet per floor with two and a half floors.

Comments:

This operating budget is used to maintain the building in areas as the heating system, lighting, painting, small drywall repairs, sidewalks, eavestroughs/gutters, windows and doors, etc.

The work that is required is funded out of the operating budget and every year one major project is attempted to be completed. In 2014 the boiler was replaced with a high efficiency model after the current model had exceeded its life expectancy.

Outlook:

Next major project required for this building will be new eavestroughing and gutters.

Costing Center Summary

Costing Center: DALY HOUSE MUSEUM MAINTENANCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52028 FIRE INSURANCE	160	165	170
Contract Services Total	160	165	170
Materials and Supplies			
54099 PARTS AND MATERIALS	2,481	2,471	2,461
Materials and Supplies Total	2,481	2,471	2,461
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
Salaries and Wages Total	0	0	0
	2,641	2,636	2,631
Net Total	(2,641)	(2,636)	(2,631)

Costing Center Summary

Costing Center: FIRE STATION - 13TH STREET

Previous Costing Center: FIRE STATION - 13TH

Division: PROTECTIVE SERVICES

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0812

Approved: No

Manager: Ian Broome 729-2292

Description:

The cost center covers all maintenance and upkeep costs for Fire Station #2 located at 13th Street & Queens Avenue.

Comments:

#2 Fire Hall is a single storey block wall constructed building with a flat tar and gravel roof. It was built in the early to mid 1980's and houses an equipment storage bay as well as living area. There is also a second storage garage behind the main building.

Outlook:

Costing Center Summary

Costing Center: FIRE STATION - 13TH STREET

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52028 FIRE INSURANCE	691	712	733
Contract Services Total	691	712	733
Materials and Supplies			
54099 PARTS AND MATERIALS	5,300	4,590	3,900
Materials and Supplies Total	5,300	4,590	3,900
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	0	0	0
Transfers to/from Internal Accounts Total	0	0	0
Utilities			
53025 HEAT	8,448	10,014	10,395
53046 POWER	7,556	7,854	8,165
53150 WATER	1,044	1,044	1,044
Utilities Total	17,048	18,912	19,604
	23,039	24,214	24,237
Net Total	(23,039)	(24,214)	(24,237)

Costing Center Summary

Costing Center: FIRE STATION - 19TH STREET NORTH

Previous Costing Center: FIRE STATION - 19TH

Division: PROTECTIVE SERVICES

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0806

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center covers all expenses related to general maintenance and upkeep of #1 Fire Hall located at 120 19th Street North.

Comments:

The #1 Fire Hall opened in 2010 and this cost centre includes the debt serving principal and interest costs which is a 19 year debenture and expires in 2030.

Outlook:

Costing Center Summary

Costing Center: FIRE STATION - 19TH STREET NORTH

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	5,034	5,034	5,034
52028 FIRE INSURANCE	4,447	4,581	4,718
52755 CLEANING CONTRACT	5,340	5,460	5,460
Contract Services Total	14,821	15,075	15,212
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	358,800	376,453	394,974
57439 DEBENTURE DEBT INTEREST	452,989	435,336	416,814
Debenture Debt Servicing Costs Total	811,789	811,789	811,788
Materials and Supplies			
54099 PARTS AND MATERIALS	10,100	7,900	7,900
Materials and Supplies Total	10,100	7,900	7,900
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53025 HEAT	40,954	57,083	59,338
53046 POWER	21,960	0	0
53150 WATER	2,121	3,121	3,121
Utilities Total	65,035	60,204	62,459
	901,745	894,968	897,359
Net Total	(901,745)	(894,968)	(897,359)

Costing Center Summary

Costing Center: FIRE STATION - PRINCESS AVE

Previous Costing Center: FIRE STATION -

Division: PROTECTIVE SERVICES

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0809

Approved: No

Manager: Ian Broome 729-2292

Description:

The cost center is for maintenance of the former #1 Hall is located at 7th. and Princess.

Comments:

The former fire hall is a 2 storey brick building which was constructed at the turn of the century.
The building is currently unoccupied.

Outlook:

The building has been sold and occupancy is slated for January 2015, there is no budget for this going forward.

Costing Center Summary

Costing Center: FIRE STATION - PRINCESS AVE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	0	0	0
Contract Services Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	5,000	0	0
Materials and Supplies Total	5,000	0	0
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53025 HEAT	12,672	0	0
53046 POWER	5,175	0	0
53150 WATER	165	0	0
Utilities Total	18,012	0	0
	23,012	0	0
Net Total	(23,012)	0	0

Costing Center Summary

Costing Center: LIBRARY/ARTS BUILDING

Previous Costing Center: LIBRARY/ARTS

Division: GENERAL

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0808

Approved: No

Manager: Ian Broome 729-2292

Description:

This account covers maintenance of the Library/Arts building at 716 Rosser Avenue.

Comments:

This building is a wood structure with a flat tar and gravel roof, 2 storeys and lower level. The Art Gallery is housed in the second level and the Regional Library has the lower level as well as the main floor.

Outlook:

The library/ arts building was fully renovated in 2003 including a new roof, electrical / plumbing systems, elevator, and HVAC. A building condition assessment is scheduled for 2015 and until the results are known there are no capital improvements schedule except carpet replacement in 2017.

Costing Center Summary

Costing Center: LIBRARY/ARTS BUILDING

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	22,339	19,649	19,649
52028 FIRE INSURANCE	2,502	2,577	2,654
52755 CLEANING CONTRACT		0	0
Contract Services Total	24,841	22,226	22,303
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	0	0	0
Debenture Debt Servicing Costs Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	21,188	18,000	18,000
Materials and Supplies Total	21,188	18,000	18,000
Reserve Appropriation			
58526 LIBRARY/ARTS MAINT B/L 5259	0	50,000	50,000
Reserve Appropriation Total	0	50,000	50,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53025 HEAT	27,456	28,500	29,583
53046 POWER	50,555	52,552	54,628
53130 TELEPHONE REGULAR	1,100	1,000	1,000
53150 WATER	2,200	2,200	2,200
Utilities Total	81,311	84,252	87,411
	127,340	174,478	177,714
Net Total	(127,340)	(174,478)	(177,714)

Costing Center Summary

Costing Center: POLICE STATION - VICTORIA AVE

Previous Costing Center: POLICE STATION -
Division: PROTECTIVE SERVICES
Department: BUILDING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0085
Approved: No
Manager: Ian Broome 729-2292

Description:

This cost center is for the maintenance and upkeep costs for the Police Station at 1020 Victoria Avenue, as well as the annual debenture debt servicing costs.

Comments:

This cost centre includes the debt serving principal and interest costs for the construction of this facility, which is an 18 year debenture and expires in 2030.

The Police Services facility located at 10th and Victoria Avenue is now fully operational. 2013 was the first year for the debenture debt servicing costs for this building.

Outlook:

Costing Center Summary

Costing Center: POLICE STATION - VICTORIA AVE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	4,611	5,471	5,471
52028 FIRE INSURANCE	4,598	4,736	4,878
52755 CLEANING CONTRACT	45,510	46,440	46,440
Contract Services Total	54,719	56,647	56,789
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	505,630	528,383	552,160
57439 DEBENTURE DEBT INTEREST	543,826	540,203	516,426
Debenture Debt Servicing Costs Total	1,049,456	1,068,586	1,068,586
Materials and Supplies			
54099 PARTS AND MATERIALS	20,000	17,000	17,000
Materials and Supplies Total	20,000	17,000	17,000
Other			
59050 MAINTENANCE OF GROUNDS	2,500	0	0
Other Total	2,500	0	0
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53025 HEAT	31,680		
53046 POWER	36,225	78,866	80,982
53150 WATER	1,500	1,500	1,500
Utilities Total	69,405	80,366	82,482
	1,196,080	1,222,599	1,224,857
Net Total	(1,196,080)	(1,222,599)	(1,224,857)

Costing Center Summary

Costing Center: STORAGE GARAGE-OPER+MTNCE

Previous Costing Center: STORAGE GARAGE-
Division: TRANSPORTATION
Department: BUILDING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0139
Approved: No
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:

This building is located at Civic Services Complex, 900 Richmond Avenue East, houses equipment owned by Fleet Services, used by various Operations Department. It also houses the Meter Shop where repairs to parking/water meters are completed.

Outlook:

Costing Center Summary

Costing Center: STORAGE GARAGE-OPER+MTNCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52028 FIRE INSURANCE	417	429	442
Contract Services Total	417	429	442
Materials and Supplies			
54099 PARTS AND MATERIALS	3,300	3,300	3,300
Materials and Supplies Total	3,300	3,300	3,300
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	0	0	0
59334 INTERNAL CHARGES	(14,417)	(17,729)	(18,167)
Transfers to/from Internal Accounts Total	(14,417)	(17,729)	(18,167)
Utilities			
53025 HEAT	9,500	13,000	13,425
53150 WATER	1,200	1,000	1,000
Utilities Total	10,700	14,000	14,425
	0	0	0
Net Total	0	0	0

Costing Center Summary

Costing Center: STREET LIGHTS

Previous Costing Center: STREET LIGHTS
Division: TRANSPORTATION
Department: BUILDING
Stage: Council Review

Budget Year: 2015
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 2015 budget includes an allocation to replace the Christmas lights displays.
The budget reflects Manitoba Hydro's increase in utility fees.

Outlook:

As the City continues to expand, budget increases for street lights will be increased in relation to physical expansion.

Costing Center Summary

Costing Center: STREET LIGHTS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52028 FIRE INSURANCE	228	235	242
Contract Services Total	228	235	242
Equipment Purchases			
54410 EQUIPMENT PURCHASES	30,000	40,000	40,000
Equipment Purchases Total	30,000	40,000	40,000
Materials and Supplies			
54099 PARTS AND MATERIALS	32,861	30,000	30,000
Materials and Supplies Total	32,861	30,000	30,000
Other			
59014 WORK ORDERS	0	0	0
Other Total	0	0	0
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51231 INTERNAL SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53046 POWER	800,611	870,578	886,254
Utilities Total	800,611	870,578	886,254
	863,700	940,813	956,496
Net Total	(863,700)	(940,813)	(956,496)

Costing Center Summary

Costing Center: TEST LAB BUILDING

Previous Costing Center: TEST LAB BUILDING
Division: TRANSPORTATION
Department: BUILDING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0801
Approved: No
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, approximately 2,000 square feet, with a stucco finish and asphalt shingled roof. The construction date of this building is unknown.

Outlook:

The building is in average condition.

Costing Center Summary

Costing Center: TEST LAB BUILDING

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Materials and Supplies			
54099 PARTS AND MATERIALS	600	600	546
Materials and Supplies Total	600	600	546
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53025 HEAT	1,873	1,425	1,479
53150 WATER	120	120	120
Utilities Total	1,993	1,545	1,599
	2,593	2,145	2,145
Net Total	(2,593)	(2,145)	(2,145)

Costing Center Summary

Costing Center: TRAFFIC SIGNALS

Previous Costing Center: TRAFFIC SIGNALS
Division: TRANSPORTATION
Department: BUILDING
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0190
Approved: No
Manager: Ian Broome 729-2292

Description:

This cost center is for the maintenance and upgrading of all traffic signals within the jurisdiction, street line painting, and traffic signs throughout the City. There are maintenance agreements with the 2 railways which have crossings within City boundaries.

Comments:

As the City develops there will be extra requirements for line painting and traffic signals.

Outlook:

Different materials are constantly being considered that would raise the life expectancy of materials required with in this cost center.

Costing Center Summary

Costing Center: TRAFFIC SIGNALS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42994 RECOVERIES OTHER	0	0	0
Other Income Total	0	0	0
		0	0
		(100.00%)	0.00%
Expenditures			
Contract Services			
52015 CONTRACTS	27,318	27,318	27,318
Contract Services Total	27,318	27,318	27,318
Materials and Supplies			
54099 PARTS AND MATERIALS	145,000	145,000	145,000
Materials and Supplies Total	145,000	145,000	145,000
Reserve Appropriation			
58538 TRAFFIC CONTROL B/L 4751	5,000	5,000	5,000
Reserve Appropriation Total	5,000	5,000	5,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
	177,318	177,318	177,318
Net Total	(177,318)	(177,318)	(177,318)

Costing Center Summary

Costing Center: TRANSIT COMFORT STATION

Previous Costing Center: TRANSIT COMFORT

Division: TRANSPORTATION

Department: BUILDING

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0507

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center is for the operating and maintenance costs of the downtown Transit Comfort Station located at the 8th street bus mall.

Comments:

Outlook:

This building will eventually require renovations should it continue to be used as a place of rest for the transit operators.

Costing Center Summary

Costing Center: TRANSIT COMFORT STATION

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	0	0	0
52755 CLEANING CONTRACT	3,024	3,024	3,024
Contract Services Total	3,024	3,024	3,024
Materials and Supplies			
54099 PARTS AND MATERIALS	1,639	1,632	1,513
Materials and Supplies Total	1,639	1,632	1,513
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53046 POWER	2,898	3,636	3,780
53150 WATER	758	650	650
Utilities Total	3,656	4,286	4,430
	8,319	8,942	8,967
Net Total	(8,319)	(8,942)	(8,967)

Costing Center Summary

Costing Center: COMMUNITY DEVELOPMENT

Previous Costing Center: COMMUNITY
Division: RECREATION &
Department: COMMUNITY
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0364
Approved: No
Manager: Perry Roque 729-2170

Description:

Funding in this area includes the full time staffing and administrative cost for the delivery of programs and initiatives that are included in the Special Initiatives costing centre.

Comments:

The Community Development Office works with communities of interest to bring about social change and improve the quality of life in Brandon, often acting as a link between communities and a range of other local authority and voluntary sector providers. The Office also works to secure funding for community development activities and programs in order to ensure that the community has the necessary resources for development. Some of the main activities in this area include: researching private and public sector funding opportunities; consulting with industry and government representatives concerning eligibility requirements for funding and; preparing proposals for funding to support community development.

We also work with volunteers, seniors, youth, ethnically diverse populations, cultural and minority groups – and assist in areas such as health, recreation, arts and culture. When addressing the recreational needs and local events of the community, we are often responsible for the strategic planning, fund-raising projects, and event planning and project development. We are frequently involved in addressing inequality and our projects often target communities perceived to be culturally, economically or geographically disadvantaged.

Outlook:

Top Trends in Brandon's Community Development field include:

1. Aging population/longer period of retirement
2. Changing volunteer profile
3. Devolution of services to lower levels of government and the voluntary sector
4. Increased substance abuse for diversion or to reduce stress
5. Increasing ethnic diversity
6. Increase in desire for a more creative community
7. Greater divide between the "haves" and "have nots"
8. More people with special needs
9. Sedentary lifestyles impacting health
10. Youth un/underemployment resulting in youth poverty

Based on these trends the Community Development Office will continually evolve to address existing needs and to plan for the future. We have begun to do community development work with our senior population in order to assist them in fulfilling their objectives. This area will continue to grow as our population ages and the period of retirement becomes longer.

Costing Center Summary

Costing Center: COMMUNITY DEVELOPMENT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52069 PRINTING COSTS	9,250	10,700	10,700
Contract Services Total	9,250	10,700	10,700
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	4,000	0
Equipment Purchases Total	0	4,000	0
Materials and Supplies			
54099 PARTS AND MATERIALS	6,000	7,800	7,900
54103 GASOLINE #2 (VEHICLE)	1,400	1,250	1,500
Materials and Supplies Total	7,400	9,050	9,400
Other			
51141 TRAINING & DEVELOPMENT COSTS	8,250	2,000	2,000
59003 ADVERTISING		0	0
59048 LUNCHEONS	400	500	500
59059 MEMBERSHIP	565	670	670
59080 INTERNAL EQUIPMENT RENTAL	1,400	3,000	3,000
59098 SUBSCRIPTIONS	200	255	255
59138 BUSINESS TRAVEL - MILEAGE	1,069	2,600	2,600
59139 CONFERENCE COSTS	2,485	6,000	6,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	3,873	7,745	7,745
Other Total	18,242	22,770	22,770
Salaries and Wages			
51083 REGULAR SALARIES	441,140	468,077	483,621
51084 OVERTIME SALARIES	5,000	5,000	5,000
51090 SHIFT DIFFERENTIAL		0	0
Salaries and Wages Total	446,140	473,077	488,621
Utilities			
53130 TELEPHONE REGULAR	7,000	7,000	7,000
Utilities Total	7,000	7,000	7,000
	488,032	526,597	538,491
Net Total	(488,032)	(526,597)	(538,491)

Costing Center Summary

Costing Center: JOINT USE OF SCHOOLS

Previous Costing Center: JOINT USE OF
Division: RECREATION &
Department: COMMUNITY
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0308
Approved: No
Manager: Perry Roque 729-2170

Description:

This cost center captures the revenues and expenses for the booking of the Brandon School Division facilities, including the schools and the grounds for meetings and recreation activities.

Comments:

The City of Brandon has a joint use facilities agreement with Brandon School Division for community user groups. The City of Brandon receives a 10% administrative fee for the booking of these facilities.

This initiative is a partnership with the Brandon School Division. They are committed to providing their facilities, in return the City will provides booking support and the use of the Sportsplex for learn to swim programs. This program not only supports recreational activities but also provide classrooms for 4 H clubs, camera clubs, neighborhood meetings and special events.

Outlook:

The City meets annually with the Brandon School Division to review the joint use agreement to ensure communities needs are being met. The Minister of Education has increased the availability of gym facilities to the public at no charge. In 2015 this will increase to 6 facilities.

Costing Center Summary

Costing Center: JOINT USE OF SCHOOLS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42999 REVENUE	66,000	70,400	70,400
Other Income Total	66,000	70,400	70,400
	66,000	70,400	70,400
		6.67%	0.00%
Expenditures			
Contract Services			
52079 BUILDING RENTAL	60,000	64,000	64,000
Contract Services Total	60,000	64,000	64,000
Equipment Purchases			
54410 EQUIPMENT PURCHASES	30,000	30,000	30,000
Equipment Purchases Total	30,000	30,000	30,000
Other			
59450 SCHOOL FACILITIES MAINTENANCE	15,000	15,000	15,000
Other Total	15,000	15,000	15,000
Salaries and Wages			
51231 INTERNAL SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53150 WATER	0	0	0
Utilities Total	0	0	0
	105,000	109,000	109,000
Net Total	(39,000)	(38,600)	(38,600)

Costing Center Summary

Costing Center: OUTDOOR POOL OPERATIONS

Previous Costing Center: OUTDOOR POOL

Division: RECREATION &

Department: COMMUNITY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0371

Approved: No

Manager: Perry Roque 729-2170

Description:

This cost center captures the operating and maintenance costs for the Kinsmen Pool, Keystone Pool, three paddling pools and four spray parks.

Comments:

The 2015 budget reflects the City's agreement with the YMCA. The City covers all maintenance for the pools while the YMCA is contracted to operate the outdoor pool, paddle pools and spray parks. The two outdoor pool facilities are in need of extensive mechanical and structural repairs which are reflected in this budget. The City does not own the Keystone Pool.

Outlook:

The condition of the 3 paddle pools and 2 outdoor pools has significantly decreased and the cost to maintain these facilities will continue to increase.

Costing Center Summary

Costing Center: OUTDOOR POOL OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	109,000	112,000	118,000
52028 FIRE INSURANCE	209	215	222
Contract Services Total	109,209	112,215	118,222
Equipment Purchases			
54410 EQUIPMENT PURCHASES	2,500	2,500	2,500
Equipment Purchases Total	2,500	2,500	2,500
Materials and Supplies			
54099 PARTS AND MATERIALS	20,000	25,000	25,000
Materials and Supplies Total	20,000	25,000	25,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53025 HEAT	4,000	4,200	4,200
53046 POWER	5,100	5,500	5,500
53130 TELEPHONE REGULAR	850	900	900
53150 WATER	26,500	27,500	29,000
Utilities Total	36,450	38,100	39,600
	168,159	177,815	185,322
Net Total	(168,159)	(177,815)	(185,322)

Costing Center Summary

Costing Center: SPECIAL INITIATIVES

Previous Costing Center: SPECIAL INITIATIVES

Division: RECREATION &

Department: COMMUNITY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1413

Approved: No

Manager: Perry Roque 729-2170

Description:

The Community Development Office serves to enhance the individual and the community by working in collaboration with community partners to foster healthy social development for the benefit of Brandon residents and supporting businesses. This cost center captures the funding and expenses for the various programs, initiatives and services delivered by the Community Development Office.

Comments:

Funding in this area includes the initiatives and programs for:

- The operation of a Youth Centre and the Cultural Resource Centre at 638 Princess Avenue
- Public Arts Policy
- Community Centres
- Age Friendly (Committee of Council)
- Community Action Programs (Volunteers & Brandon in Bloom)
- Youth
- Culture

Costing Center Summary

Costing Center: SPECIAL INITIATIVES

Outlook:

Over the past few years, demand for Community Development services has both diversified and intensified. The call for Community Development services is in two distinct areas:

SOCIAL EQUALITY

- Education & Learning
- Healthy Lifestyles
- Food & Nutrition
- Inclusion

- Social Interaction and

CULTURAL VITALITY

- Arts, Creativity & Entertainment
- Identity
- Active Citizenship
- Diversity

Operational expenses will increase due to citizen demand for concrete involvement by the City in these areas. The operation of a year round the Youth Centre & the Cultural Resource Centre will assist in helping to meet some of the demand. New initiatives undertaken and implemented in the area of Age Friendly and Community Centres are also part of the planning to assist in meeting public demand for services.

The Winter Festival has begun the transition of the management of the Festival to a stand alone not for profit. In 2016 the organization will apply for all funding from sponsors and granting agencies. By 2017 it is anticipated that the Festival will apply to the Grants Review Committee for funding support from the City of Brandon.

The Cultural Resource Centre is anticipated to open in 2016.

Costing Center Summary

Costing Center: SPECIAL INITIATIVES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	59,651	81,250	29,000
44500 FEDERAL GOV'T	3,836	26,300	10,000
Conditional Government Transfers Total	63,487	107,550	39,000
Income from Enterprises			
49388 ORGANIZATIONS/FOUNDATIONS	37,704	9,400	3,700
Income from Enterprises Total	37,704	9,400	3,700
	101,191	116,950	42,700
Expenditures			
Contract Services			
52015 CONTRACTS	0	80,900	81,651
52069 PRINTING COSTS	0	6,986	15,000
52079 BUILDING RENTAL	0	10,050	25,060
52081 EXTERNAL EQUIPMENT RENTAL	0	17,430	36,660
Contract Services Total	0	115,366	158,371
Materials and Supplies			
54099 PARTS AND MATERIALS	0	76,500	108,978
Materials and Supplies Total	0	76,500	108,978
Other			
51141 TRAINING & DEVELOPMENT COSTS	0	3,000	4,000
59003 ADVERTISING	0	23,993	31,496
59048 LUNCHEONS	0	18,200	24,000
59059 MEMBERSHIP	0	1,100	1,300
59138 BUSINESS TRAVEL - MILEAGE	0	4,761	5,900
59139 CONFERENCE COSTS	0	700	5,500
59149 REGISTRATION FEES	0	1,076	1,076
59294 STRATEGIC PLANNING	3,000	0	0
59317 YOUTH PROGRAMS	213,632	0	0
59343 CULTURE	127,600	0	0
59425 COMMUNITY ACTION PROGRAMS	117,417	0	0
59427 SIGNAGE	0	4,815	23,300
59688 WINTER FESTIVAL	42,000	0	0
Other Total	503,649	57,645	96,572
Salaries and Wages			
51026 INDEMNITY & HONORARIUM	0	27,200	30,230
51083 REGULAR SALARIES	0	286,837	322,588
51084 OVERTIME SALARIES	0	10,516	14,200
51090 SHIFT DIFFERENTIAL	0	0	0
Salaries and Wages Total	0	324,553	367,018
Utilities			
53130 TELEPHONE REGULAR	0	500	700
Utilities Total	0	500	700
	503,649	574,564	731,639

Costing Center Summary

Costing Center: SPECIAL INITIATIVES

Net Total	(402,458)	(457,614)	(688,939)
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Costing Center Summary

Costing Center: YMCA AQUATICS FACILITY

Previous Costing Center: YMCA AQUATICS

Division: RECREATION &

Department: COMMUNITY

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0372

Approved: No

Manager: Perry Roque 729-2170

Description:

This cost centre is used for debt servicing costs related to the grant the City provided to the YMCA in support of the construction of their new aquatics facility.

Comments:

This debt was issued in 2011, with principal and interest payable from 2012 to 2019 inclusive.

Outlook:

Costing Center Summary

Costing Center: YMCA AQUATICS FACILITY

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	328,690	339,533	350,734
57439 DEBENTURE DEBT INTEREST	70,665	59,822	48,622
Debenture Debt Servicing Costs Total	399,355	399,355	399,356
	399,355	399,355	399,356
Net Total	(399,355)	(399,355)	(399,356)

Costing Center Summary

Costing Center: FIRE DEPT VEHICLES

Previous Costing Center: FIRE DEPT VEHICLES

Division: TRANSPORTATION

Department: FLEET SERVICES

Stage: Council Review

Budget Year: 2015

Accounting Reference: 4066

Approved: No

Manager: Tim Sanderson 729-2130

Description:

The Fire Department cost center pertains to all vehicles and equipment that are owned by the City for use by the Fire Department. This account illustrates the relationship between the Fire Department, who budgets for all the costs of their vehicles and Fleet Services, which manages the fleet.

Comments:

The Fire Department Vehicles cost center builds and supports community by providing the Fire Department with the right equipment at the right time, in order to facilitate this department's service delivery model.

Outlook:

Overall, there is an increase of expense within this cost center. This is attributable to the increased cost of parts and materials required to repair and maintain this fleet as well contractually mandated wage increases for the vehicle technicians who perform the repairs and preventative maintenance. In addition, increased expenditures are required in order to maintain a solvent capital replacement schedule for the vehicles and equipment.

Costing Center Summary

Costing Center: FIRE DEPT VEHICLES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
User Fees and Sales of Goods			
49431 FIRE VEHICLE SALES	50,000	40,000	16,000
User Fees and Sales of Goods Total	50,000	40,000	16,000
	50,000	40,000	16,000
Expenditures			
Contract Services			
52015 CONTRACTS	0	0	0
52032 VEHICLE INSURANCE	23,158	21,400	21,400
Contract Services Total	23,158	21,400	21,400
Materials and Supplies			
54099 PARTS AND MATERIALS	11,154	25,600	25,600
54103 GASOLINE #2 (VEHICLE)		0	0
54157 TIRES	5,000	3,000	3,000
Materials and Supplies Total	16,154	28,600	28,600
Other			
59080 INTERNAL EQUIPMENT RENTAL	(87,900)	(90,800)	(90,800)
59993 EQUIPMENT CAPITAL CONTRIBUTION	(260,920)	(225,000)	(278,224)
Other Total	(348,820)	(315,800)	(369,024)
Reserve Appropriation			
58554 FIRE VEHICLES B/L	310,920	265,000	294,224
Reserve Appropriation Total	310,920	265,000	294,224
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	48,588	40,800	40,800
Transfers to/from Internal Accounts Total	48,588	40,800	40,800
	50,000	40,000	16,000
Net Total	0	0	0

Costing Center Summary

Costing Center: *FLEET EQUIPMENT*

Previous Costing Center: FLEET EQUIPMENT
Division: TRANSPORTATION
Department: FLEET SERVICES
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0700
Approved: No
Manager: Tim Sanderson 729-2130

Description:

The Fleet Equipment cost center pertains to all vehicles and equipment that are owned by the City with the exception of Police, Fire and Transit. This account illustrates the relationship between the individual user departments, which budget for all the costs of their vehicles and Fleet Services, which manages the fleet.

Comments:

The Fleet Services Cost Center builds and supports community by providing the user departments the right equipment at the right time, in order to facilitate their individual service delivery models.

Outlook:

Overall, there is an increase of expense within this cost center. This is attributable to the increased cost of parts and materials required to repair and maintain the fleet as well as contractually mandated wage increases for the vehicle technicians who perform the repairs and preventative maintenance. In order to control this growth, Fleet Services has aggressively adopted industry standard practices of lifecycle management and Fleet Information Management. Once fully achieved in 2015, it is anticipated that the growth in this cost center will be reduced substantively.

Costing Center Summary

Costing Center: FLEET EQUIPMENT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
User Fees and Sales of Goods			
49224 GARAGE EQUIPMENT SALES	608,710	887,914	464,700
User Fees and Sales of Goods Total	608,710	887,914	464,700
	608,710	887,914	464,700
Expenditures			
Contract Services			
52015 CONTRACTS	0	0	0
52032 VEHICLE INSURANCE	145,376	165,300	167,700
Contract Services Total	145,376	165,300	167,700
Equipment Purchases			
54410 EQUIPMENT PURCHASES	189,000	100,000	100,000
Equipment Purchases Total	189,000	100,000	100,000
Materials and Supplies			
54099 PARTS AND MATERIALS	392,233	557,404	502,004
54103 GASOLINE #2 (VEHICLE)		0	0
54104 DIESEL (VEHICLE)		0	0
54157 TIRES	15,000	65,000	65,000
54209 PREVENTATIVE MAINTENANCE	28,962	50,000	50,000
Materials and Supplies Total	436,195	672,404	617,004
Other			
59080 INTERNAL EQUIPMENT RENTAL	(1,254,616)	(1,409,655)	(1,409,655)
59993 EQUIPMENT CAPITAL CONTRIBUTION	(2,350,085)	(2,689,146)	(2,689,146)
Other Total	(3,604,701)	(4,098,801)	(4,098,801)
Reserve Appropriation			
58508 EQUIPMENT REPLACEMENT B/L 3675	2,770,795	3,434,060	3,063,846
Reserve Appropriation Total	2,770,795	3,434,060	3,063,846
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	672,045	614,951	614,951
Transfers to/from Internal Accounts Total	672,045	614,951	614,951
	608,710	887,914	464,700
Net Total	0	0	0

Costing Center Summary

Costing Center: GARAGE SERVICES

Previous Costing Center: GARAGE SERVICES
Division: TRANSPORTATION
Department: FLEET SERVICES
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0135
Approved: No
Manager: Tim Sanderson 729-2130

Description:

The Garage Services Cost Center captures all of the costs related to maintaining and repairing vehicles and equipment owned by the City of Brandon. These expenses are allocated to four distinct cost centers: Fire Department Vehicles, Police Department Vehicles, Fleet Equipment and Transit Equipment as shop rate charges.

Comments:

This Cost Center assists most City departments in their mission to serve and build community by ensuring that their vehicles and equipment are maintained in a consistent state of readiness to ensure that they may be utilized for service delivery.

Outlook:

For 2015, increased expenses are anticipated in this cost center, which are directly attributable to manpower issues. Over the past two years, it has been extremely challenging to maintain a full staff complement of heavy duty mechanics due to high demand in the labour market, although it appears that some softening is beginning to occur which may allow for a full staff complement to be achieved. In addition, two lower paid, non-journeyperson positions have been added in order to perform less skilled tasks such as equipment staging, vehicle pick up/drop-off and clean-up. This will increase the productivity of the garage by allowing additional work to be performed by a stable number of technicians, or conversely allow for productivity to be maintained in a consistent fashion in the event that a full staff complement cannot be achieved on a continuous basis.

For 2015 a support position was also reallocated from the Garage Services Cost Center to the Stores Expenses Cost Center in order to increase the span of service, reduce service gaps and promote cross functionality.

Costing Center Summary

Costing Center: GARAGE SERVICES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
User Fees and Sales of Goods			
42506 SCRAP METAL SALES	1,500	1,500	1,500
42520 OIL & FILTER RECOVERIES	3,500	3,500	3,500
User Fees and Sales of Goods Total	5,000	5,000	5,000
	5,000	5,000	5,000
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	1,170	1,540	1,540
51123 PROTECTIVE CLOTHING	8,000	8,000	8,000
51124 TOOL ALLOWANCE	3,600	4,000	4,000
51285 MEDICALS	300	300	300
Benefits Total	13,070	13,840	13,840
Contract Services			
52015 CONTRACTS	13,450	7,000	7,000
52032 VEHICLE INSURANCE	520	0	0
52054 MAINT OF EQUIP EXT	10,000	17,000	17,000
52069 PRINTING COSTS	250	500	500
Contract Services Total	24,220	24,500	24,500
Equipment Purchases			
54410 EQUIPMENT PURCHASES	1,000	3,000	3,000
Equipment Purchases Total	1,000	3,000	3,000
Materials and Supplies			
54021 FREIGHT		0	0
54095 SHOP SUPPLIES	35,000	20,000	20,000
54099 PARTS AND MATERIALS	12,000	10,000	10,000
54103 GASOLINE #2 (VEHICLE)	1,500	1,500	1,500
54104 DIESEL (VEHICLE)	3,000	3,000	3,000
54266 TOOLS	6,000	6,200	6,300
54324 INVENTORY VARIANCE		0	0
54443 WELDING SUPPLIES	6,000	7,000	7,000
Materials and Supplies Total	63,500	47,700	47,800
Other			
51141 TRAINING & DEVELOPMENT COSTS	6,500	20,600	16,500
59014 WORK ORDERS		0	0
59048 LUNCHEONS		0	0
59080 INTERNAL EQUIPMENT RENTAL	12,850	12,900	12,900
59098 SUBSCRIPTIONS	5,000	6,200	6,350
59138 BUSINESS TRAVEL - MILEAGE	250	300	320
59139 CONFERENCE COSTS	5,000	0	0
59993 EQUIPMENT CAPITAL CONTRIBUTION	27,533	30,850	30,850
Other Total	57,133	70,850	66,920
Reserve Appropriation			
58508 EQUIPMENT REPLACEMENT B/L 3675	0	1,000	1,000
Reserve Appropriation Total	0	1,000	1,000

Costing Center Summary

Costing Center: GARAGE SERVICES

Salaries and Wages

51001	LABOUR-SHOP MAINTENANCE		0	0
51083	REGULAR SALARIES	969,856	1,056,261	1,095,533
51084	OVERTIME SALARIES	11,000	23,000	23,000
51090	SHIFT DIFFERENTIAL	3,600	3,850	3,850
51231	INTERNAL SALARIES		0	0

Salaries and Wages Total		984,456	1,083,111	1,122,383
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Transfers to/from Internal Accounts

59001	SHOP RATE CHARGES	(1,399,530)	(1,540,797)	(1,579,385)
59002	SHOP RATE NON-MECHANICAL	36,000	37,000	37,000
59005	SHOP RATE GARAGE MAINTENANCE	20,000	18,000	18,000
59334	INTERNAL CHARGES	200,951	243,296	246,442
59997	TRANSFER FR RESERVES		0	0

Transfers to/from Internal Accounts Total		(1,142,579)	(1,242,501)	(1,277,943)
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Utilities

53130	TELEPHONE REGULAR	2,500	2,550	2,550
53295	RADIO COSTS	1,700	950	950

Utilities Total		4,200	3,500	3,500
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		5,000	5,000	5,000
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Net Total		0	(0)	(0)
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Costing Center Summary

Costing Center: POLICE DEPT VEHICLES

Previous Costing Center: POLICE DEPT VEHICLES

Division: TRANSPORTATION

Department: FLEET SERVICES

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0084

Approved: No

Manager: Tim Sanderson 729-2130

Description:

The Police Department Vehicles cost center pertains to all vehicles and equipment that are owned by the City for use of the Brandon Police Service. This account illustrates the relationship between BPS, who budgets for all the costs of their vehicles and Fleet Services, which manages the fleet.

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:

This Cost Center assists BPS in their mission to serve and build community by ensuring that their vehicles and equipment are maintained in a consistent state of readiness in order to ensure that they may be utilized for service delivery.

Outlook:

Overall there is a decrease in expenditures in this cost center for 2015. This is attributable primarily to two distinct factors:

1. The replacement of the majority of patrol vehicles in late 2014. By achieving the desired 3 year replacement cycle, maintenance costs may be better controlled by reducing the potential of expensive repairs and leveraging manufacturers warranties.
2. Reduced Capital Reserve allocations as a result of outsourcing initial set-up to a factory authorized third party as well as replacement of full size sport utility vehicles with task specific, pursuit rated SUV's. These two factors reduce the overall replacement costs and thus the annual reserve allocation.

Costing Center Summary

Costing Center: POLICE DEPT VEHICLES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
User Fees and Sales of Goods			
49452 POLICE VEHICLE SALES	16,200	25,700	39,400
User Fees and Sales of Goods Total	16,200	25,700	39,400
	16,200	25,700	39,400
Expenditures			
Contract Services			
52032 VEHICLE INSURANCE	42,101	36,000	37,000
Contract Services Total	42,101	36,000	37,000
Materials and Supplies			
54099 PARTS AND MATERIALS	32,030	67,000	69,000
54103 GASOLINE #2 (VEHICLE)		0	0
54104 DIESEL (VEHICLE)		0	0
54157 TIRES	10,000	20,000	20,000
54209 PREVENTATIVE MAINTENANCE		0	0
Materials and Supplies Total	42,030	87,000	89,000
Other			
59080 INTERNAL EQUIPMENT RENTAL	(205,400)	(214,260)	(214,260)
59993 EQUIPMENT CAPITAL CONTRIBUTION	(399,154)	(339,744)	(384,744)
Other Total	(604,554)	(554,004)	(599,004)
Reserve Appropriation			
58549 POLICE VEHICLES B/L	415,354	365,444	424,144
Reserve Appropriation Total	415,354	365,444	424,144
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	121,270	91,260	88,260
Transfers to/from Internal Accounts Total	121,270	91,260	88,260
	16,200	25,700	39,400
Net Total	0	(0)	(0)

Costing Center Summary

Costing Center: SCHOOL DIV EQUIPMENT

Previous Costing Center: SCHOOL DIV
Division: TRANSPORTATION
Department: FLEET SERVICES
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0689
Approved: No
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

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42999 REVENUE	199,500	300,000	310,000
Other Income Total	199,500	300,000	310,000
		300,000	310,000
		(13.42%)	3.33%
Expenditures			
Materials and Supplies			
54104 DIESEL (VEHICLE)	190,000	285,000	294,500
Materials and Supplies Total	190,000	285,000	294,500
	190,000	285,000	294,500
Net Total	9,500	15,000	15,500

Costing Center Summary

Costing Center: STORES EXPENSES

Previous Costing Center: STORES EXPENSES

Division: TRANSPORTATION

Department: FLEET SERVICES

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0016

Approved: No

Manager: Tim Sanderson 729-2130

Description:

The stores section is a service of the Fleet and Materials department. It is currently manned by three personnel who are responsible for the ordering, receipts, issuing, proper storage, and protection of all the parts and materials used throughout the City of Brandon. This cost center covers the administrative cost of operating the City Stores Department. This includes salaries, equipment and consumables.

Comments:

The main objectives of store section is to avoid over and under-stocking of materials, to minimize delivery and storage costs, and to maintain systematic records of parts and materials while ensuring that all required items remain accessible to city personnel.

Outlook:

In late Summer 2014, administration developed a staffing plan to assist with coverage issues related to Stores and Fleet Services. This plan entails the reallocation of staff from Fleet Services to Stores which explains the salary increase for 2015, although it is offset by a decrease in salaries in Garage Services. The plan is cost neutral.

Costing Center Summary

Costing Center: STORES EXPENSES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	180	330	330
51123 PROTECTIVE CLOTHING	50	120	120
Benefits Total	230	450	450
Contract Services			
52069 PRINTING COSTS	0	340	340
52252 DELIVERY - IN CITY	9,700	9,000	9,500
Contract Services Total	9,700	9,340	9,840
Materials and Supplies			
54099 PARTS AND MATERIALS	750	700	700
54324 INVENTORY VARIANCE		0	0
Materials and Supplies Total	750	700	700
Other			
59014 WORK ORDERS		0	0
59080 INTERNAL EQUIPMENT RENTAL	600	700	700
59993 EQUIPMENT CAPITAL CONTRIBUTION	5,500	5,500	5,500
Other Total	6,100	6,200	6,200
Salaries and Wages			
51083 REGULAR SALARIES	104,528	182,469	186,017
51084 OVERTIME SALARIES	5,000	5,000	5,000
51090 SHIFT DIFFERENTIAL		0	0
Salaries and Wages Total	109,528	187,469	191,017
Utilities			
53130 TELEPHONE REGULAR	994	994	994
Utilities Total	994	994	994
	127,302	205,153	209,201
Net Total	(127,302)	(205,153)	(209,201)

Costing Center Summary

Costing Center: TRANSIT EQUIPMENT

Previous Costing Center: TRANSIT EQUIPMENT

Division: TRANSPORTATION

Department: FLEET SERVICES

Stage: Council Review

Budget Year: 2015

Accounting Reference: 3963

Approved: No

Manager: Tim Sanderson 729-2130

Description:

The Transit Equipment cost center pertains to all vehicles and equipment that are owned by the City for use by Brandon Transit. This account illustrates the relationship between Brandon Transit, which budgets for all the costs of the vehicles and Fleet Services, which manages the fleet.

Comments:

The Transit Equipment cost center builds and serves community by providing Brandon Transit with the right equipment at the right time, in order to facilitate safe and reliable public transportation.

Outlook:

Overall, there is an increase of expense within this cost center. This is attributable to the increased cost of parts and materials required to repair and maintain this aging fleet as well contractually mandated wage increases for the vehicle technicians who perform the repairs and preventative maintenance. It is anticipated that the growth in this cost center will be reduced in future years as the four least cost effective vehicles will be replaced as part of the 2015 Capital Plan.

Costing Center Summary

Costing Center: TRANSIT EQUIPMENT

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43642 PROV-BUS PURCHASE	128,000	128,000	128,000
44500 FEDERAL GOV'T	385,200	403,685	423,870
Conditional Government Transfers Total	513,200	531,685	551,870
Other Income			
49263 TRANSIT EQUIPMENT SALES	0	0	0
Other Income Total	0	0	0
	513,200	531,685	551,870
Expenditures			
Contract Services			
52032 VEHICLE INSURANCE	0	25,000	27,000
Contract Services Total	0	25,000	27,000
Materials and Supplies			
54099 PARTS AND MATERIALS	201,073	345,900	324,500
54104 DIESEL (VEHICLE)		0	0
54157 TIRES	4,800	40,000	45,000
Materials and Supplies Total	205,873	385,900	369,500
Other			
59080 INTERNAL EQUIPMENT RENTAL	(747,500)	(1,106,500)	(1,106,500)
Other Total	(747,500)	(1,106,500)	(1,106,500)
Reserve Appropriation			
58510 TRANSIT EQUIPMENT B/L 3654	128,000	128,000	128,000
58558 TRANSIT GAS TAX RESERVE B/L	385,200	403,685	423,870
Reserve Appropriation Total	513,200	531,685	551,870
Salaries and Wages			
50001 LABOUR-SHOP MAINTENANCE	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	541,627	695,600	710,000
Transfers to/from Internal Accounts Total	541,627	695,600	710,000
	513,200	531,685	551,870
Net Total	0	0	0

Costing Center Summary

Costing Center: ENVIRONMENTAL INITIATIVES

Previous Costing Center: ENVIRONMENTAL
Division: TRANSPORTATION
Department: OPERATIONS ADMIN
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0143
Approved: No
Manager: Rod Sage 729-2247

Description:

Environmental Initiatives is a Section of Operations which reports directly to the General Manager of Operations. This cost center exists to fund Environmental Initiatives in the City of Brandon in order to help address issues such as climate change, sustainable environments, environmental stewardship, and strategies related to reducing greenhouse gas emissions at both a community and corporate level. This section is very cognizant of alternative funding opportunities related to the environment and is always seeking sponsorships and grants when applicable to help offset operating budgets.

Comments:

The operating budget is used to support the Environmental Strategic Plan as adopted by City Council in 2007 and further adopted by Council in June of 2013. Included are funds for the Environmental Strategic Plan, Environment Committee, Enviro Expo, Earth Day and Waste Reduction School Challenge in partnership with the Brandon School Division. To help accomplish a number of environmental initiatives an individual has been contracted to the Environmental Initiatives Department until the fall of 2016.

Outlook:

The area of Environmental Initiatives will only continue to expand and take on new roles and initiatives as society becomes more aware of changes to help protect our environment. The City of Brandon is well recognized for being a leader with new environmental initiatives and will continue to be environmental stewards for the citizens of Brandon. As this section continues to grow and provide a vital component to the quality of life in the City of Brandon, additional resources and support will be required to sustain this section.

Costing Center Summary

Costing Center: ENVIRONMENTAL INITIATIVES

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	0	0	0
Conditional Government Transfers Total	0	0	0
Income from Enterprises			
49388 ORGANIZATIONS/FOUNDATIONS	10,000	10,000	10,000
Income from Enterprises Total	10,000	10,000	10,000
	10,000	10,000	10,000
Expenditures			
Contract Services			
52015 CONTRACTS	24,900	39,700	33,900
52069 PRINTING COSTS	900	900	900
Contract Services Total	25,800	40,600	34,800
Materials and Supplies			
54099 PARTS AND MATERIALS	10,000	10,000	10,000
Materials and Supplies Total	10,000	10,000	10,000
Other			
59003 ADVERTISING	3,750	3,500	3,500
59048 LUNCHEONS	475	1,250	1,250
59138 BUSINESS TRAVEL - MILEAGE	500	750	750
59139 CONFERENCE COSTS	3,300	4,500	4,500
Other Total	8,025	10,000	10,000
Salaries and Wages			
51083 REGULAR SALARIES	113,406	86,320	89,570
51084 OVERTIME SALARIES	4,900	3,000	3,000
Salaries and Wages Total	118,306	89,320	92,570
Utilities			
53130 TELEPHONE REGULAR	0	720	780
Utilities Total	0	720	780
	162,131	150,640	148,150
Net Total	(152,131)	(140,640)	(138,150)

Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION

Previous Costing Center: OPERATIONAL
Division: TRANSPORTATION
Department: OPERATIONS ADMIN
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0142
Approved: No
Manager: Rod Sage 729-2247

Description:

This cost center includes the administrative costs associated with the Operational Services Division including incidental costs relating to the front office.

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 (3) Department Heads which includes Transportation Services, Public Works, and Community Services. Director positions are all structured to reflect true cohesive Departments within the Operations Division.

The Financial Supervisor for 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 added business decisions for Operations.

The Infrastructure Asset Management Coordinator is also part of this Costing Center and is responsible for the development, maintenance and enhancement of the Operational Services Division Asset Management Program. This Asset Management system provides the City of Brandon with a standardized and consistent approach to tracking and associated costs related to assets. The CityWorks Asset Management system is growing steadily and is quickly beginning to help identify areas of concerns for infrastructure and allowing for maintenance or replacement in effective cost efficient manners in all areas of Operations.

Outlook:

Emphasis will be placed on operating standards 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 further implementation of the Asset Management program.

Training will be required in all areas to ensure a high level of knowledge is acquired for administrative staff and the success of these initiatives.

Costing Center Summary

Costing Center: OPERATIONAL SERVICES DIVISION ADMINISTRATION

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	1,500	1,500	1,500
52029 LIABILITY INSURANCE		0	0
52069 PRINTING COSTS	0	1,000	1,000
52252 DELIVERY - IN CITY	800	800	800
Contract Services Total	2,300	3,300	3,300
Equipment Purchases			
54410 EQUIPMENT PURCHASES	500	0	0
Equipment Purchases Total	500	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	4,000	3,000	3,000
54103 GASOLINE #2 (VEHICLE)	1,341	0	0
Materials and Supplies Total	5,341	3,000	3,000
Other			
51141 TRAINING & DEVELOPMENT COSTS	1,400	2,400	2,400
59048 LUNCHEONS	450	450	450
59059 MEMBERSHIP	1,400	1,500	1,500
59080 INTERNAL EQUIPMENT RENTAL	4,500	0	0
59138 BUSINESS TRAVEL - MILEAGE	1,500	1,500	1,500
59139 CONFERENCE COSTS	3,000	2,500	2,500
59993 EQUIPMENT CAPITAL CONTRIBUTION		0	0
Other Total	12,250	8,350	8,350
Salaries and Wages			
51083 REGULAR SALARIES	584,064	601,378	614,277
51084 OVERTIME SALARIES	500	500	500
Salaries and Wages Total	584,564	601,878	614,777
Utilities			
53130 TELEPHONE REGULAR	5,000	5,000	5,000
53295 RADIO COSTS	300	320	320
Utilities Total	5,300	5,320	5,320
	610,255	621,848	634,747
Net Total	(610,255)	(621,848)	(634,747)

Costing Center Summary

Costing Center: PARKING METERS

Previous Costing Center: PARKING METERS
Division: TRANSPORTATION
Department: PARKING
Stage: Council Review

Budget Year: 2015
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.

Comments:

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 which lead to greater revenues and less maintenance.

Outlook:

Costing Center Summary

Costing Center: PARKING METERS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42990 RECEIPTS	255,000	255,000	255,000
Other Income Total	255,000	255,000	255,000
	255,000	255,000	255,000
Expenditures			
Benefits			
51100 UNIFORMS	350	350	350
Benefits Total	350	350	350
Equipment Purchases			
54410 EQUIPMENT PURCHASES	23,515	21,242	21,122
Equipment Purchases Total	23,515	21,242	21,122
Materials and Supplies			
54099 PARTS AND MATERIALS	10,000	9,000	9,000
54103 GASOLINE #2 (VEHICLE)	2,990	1,750	3,500
Materials and Supplies Total	12,990	10,750	12,500
Other			
59080 INTERNAL EQUIPMENT RENTAL	3,000	3,800	3,800
59993 EQUIPMENT CAPITAL CONTRIBUTION	6,889	6,889	6,889
Other Total	9,889	10,689	10,689
Salaries and Wages			
51083 REGULAR SALARIES	5,617	6,007	6,126
Salaries and Wages Total	5,617	6,007	6,126
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	0	0	0
Transfers to/from Internal Accounts Total	0	0	0
	52,360	49,038	50,787
Net Total	202,640	205,962	204,213

Costing Center Summary

Costing Center: STORM SEWERS

Previous Costing Center: STORM SEWERS
Division: TRANSPORTATION
Department: PARKING
Stage: Council Review

Budget Year: 2015
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 sewer system to the river.

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

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Materials and Supplies			
54099 PARTS AND MATERIALS	8,003	8,003	8,003
Materials and Supplies Total	8,003	8,003	8,003
Other			
59964 SOD RESTORATION	1,500	1,500	1,500
59965 PAVING RESTORATION	3,400	3,400	3,400
59966 CONCRETE RESTORATION	2,000	2,000	2,000
Other Total	6,900	6,900	6,900
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
51231 INTERNAL SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53150 WATER	250	250	250
Utilities Total	250	250	250
	15,153	15,153	15,153
Net Total	(15,153)	(15,153)	(15,153)

Costing Center Summary

Costing Center: SURFACE DRAINAGE

Previous Costing Center: SURFACE DRAINAGE

Division: TRANSPORTATION

Department: PARKING

Stage: Council Review

Budget Year: 2015

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.

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 in order to help eliminate the potential for flooding in residential areas.

Outlook:

Costing Center Summary

Costing Center: SURFACE DRAINAGE

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures				
Contract Services				
52015	CONTRACTS	60,000	20,000	20,000
52081	EXTERNAL EQUIPMENT RENTAL	11,000	11,000	11,000
52692	FLOOD EXTERNAL EQUIPMENT		0	0
Contract Services Total		71,000	31,000	31,000
Materials and Supplies				
54099	PARTS AND MATERIALS	20,307	20,000	20,000
54103	GASOLINE #2 (VEHICLE)	1,200	0	0
54104	DIESEL (VEHICLE)	15,000	55,000	20,000
54693	FLOOD PARTS & MATERIALS		0	0
54695	FLOOD DIESEL		0	0
Materials and Supplies Total		36,507	75,000	40,000
Other				
59080	INTERNAL EQUIPMENT RENTAL	5,000	5,150	5,150
59961	SOD RESTORATION	6,500	6,500	6,500
59993	EQUIPMENT CAPITAL CONTRIBUTION	37,000	37,000	37,000
Other Total		48,500	48,650	48,650
Salaries and Wages				
51083	REGULAR SALARIES	0	0	0
51084	OVERTIME SALARIES	0	0	0
51231	INTERNAL SALARIES	0	0	0
51697	FLOOD REGULAR SALARIES	0	0	0
Salaries and Wages Total		0	0	0
Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES	0	1,200	1,200
Transfers to/from Internal Accounts Total		0	1,200	1,200
Utilities				
53150	WATER	134	0	0
Utilities Total		134	0	0
		156,141	155,850	120,850
Net Total				
		(156,141)	(155,850)	(120,850)

Costing Center Summary

Costing Center: ANDREWS FIELD OPERATIONS

Previous Costing Center: ANDREWS FIELD

Division: RECREATION &

Department: PARKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1494

Approved: No

Manager: Perry Roque 729-2170

Description:

This costing center captures the costs of Andrews field diamond & building as well as the senior baseball diamond directly west.

Comments:

This facility is operated under a management agreement with the Andrews Field Group. This group provides all field maintenance, operates the canteen and all bookings of the facility.

Outlook:

Andrews Field is a premiere baseball diamond in Canada. The addition of the second diamond has made this an overall premiere facility. Irrigation issues have always been a concern and a new way of accessing water needs to be investigated in the very near future.

Costing Center Summary

Costing Center: ANDREWS FIELD OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
44500 FEDERAL GOV'T	0	0	0
Conditional Government Transfers Total	0	0	0
Other Income			
42999 REVENUE	1,650	0	0
Other Income Total	1,650	0	0
	1,650	0	0
Expenditures			
Capital Contribution			
10300 CAPITAL PROJECTS	0	0	0
Capital Contribution Total	0	0	0
Contract Services			
52015 CONTRACTS	15,000	14,270	14,045
52028 FIRE INSURANCE	433	446	459
Contract Services Total	15,433	14,716	14,504
Materials and Supplies			
54099 PARTS AND MATERIALS	3,000	3,000	3,000
54107 CHEMICALS	0	0	0
54323 INSURANCE DEDUCTIBLE	0	0	0
Materials and Supplies Total	3,000	3,000	3,000
Other			
52231 INSURANCE RECOVERIES	0	0	0
59014 WORK ORDERS	0	0	0
Other Total	0	0	0
Reserve Appropriation			
58540 ANDREWS FIELD RESERVE B/L	0	5,000	5,000
Reserve Appropriation Total	0	5,000	5,000
Salaries and Wages			
51231 INTERNAL SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59997 TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total	0	0	0
Utilities			
53046 POWER	800	800	800
53150 WATER	0	0	0
Utilities Total	800	800	800
	19,233	23,516	23,304
Net Total	(17,583)	(23,516)	(23,304)

Costing Center Summary

Costing Center: CEMETERY OPERATIONS

Previous Costing Center: CEMETERY
Division: PUBLIC HEALTH AND
Department: PARKS - Cemetery
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0231
Approved: No
Manager: Perry Roque 729-2170

Description:

This cost center covers the maintenance and operation of the Brandon Municipal Cemetery. Revenues are based on the annual fee schedule.

Comments:

The City continues to work on the Cemetery Master Plan as per the 2008 City of Brandon Municipal Cemetery Plan. The rates in the fee schedule are comparable to other municipal cemeteries throughout the province.

Outlook:

Conceptual plans for the cemetery expansion will be done in 2015 with the Engineering Department taking the lead on this land use plan. The plan will include remedies for drainage issues as well as future cemetery needs on the property purchased in 2014 which is directly east of the existing cemetery.

Costing Center Summary

Costing Center: CEMETERY OPERATIONS

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Other Income				
42999	REVENUE	0	0	0
Other Income Total		0	0	0
User Fees and Sales of Goods				
42060	ADMIN FEE REVENUE	0	500	500
42327	CEMETERY PLOT SALES	70,000	80,000	84,000
42328	CEMETERY GRAVE DIGGING FEES	85,000	95,000	100,000
42329	CEMETERY FOUNDATION FEES	21,000	21,000	21,000
42330	CEMETERY COLUMBARIUM SALES	70,000	85,000	88,000
User Fees and Sales of Goods Total		246,000	281,500	293,500
		246,000	281,500	293,500
Expenditures				
Benefits				
51122	BOOT ALLOWANCE	350	350	400
51123	PROTECTIVE CLOTHING	200	900	900
51285	MEDICALS		0	100
Benefits Total		550	1,250	1,400
Capital Contribution				
10300	CAPITAL PROJECTS	12,000	12,000	0
Capital Contribution Total		12,000	12,000	0
Contract Services				
52015	CONTRACTS	32,000	35,000	35,000
52020	PROFESSIONAL FEES	300	0	0
52028	FIRE INSURANCE	88	90	93
52032	VEHICLE INSURANCE	650	150	150
54226	BRONZING	10,000	10,000	12,000
Contract Services Total		43,038	45,240	47,243
Equipment Purchases				
54410	EQUIPMENT PURCHASES	0	5,000	3,000
Equipment Purchases Total		0	5,000	3,000
Materials and Supplies				
54099	PARTS AND MATERIALS	20,000	16,000	16,000
54103	GASOLINE #2 (VEHICLE)	2,000	2,000	3,500
54104	DIESEL (VEHICLE)	0	600	600
54128	GASOLINE (OPERATING)	7,000	7,000	7,500
54129	DIESEL (OPERATING)	4,000	4,000	4,500
Materials and Supplies Total		33,000	29,600	32,100

Costing Center Summary

Costing Center: CEMETERY OPERATIONS

Other				
59003	ADVERTISING	1,000	1,500	1,500
59014	WORK ORDERS		0	0
59059	MEMBERSHIP	0	230	230
59080	INTERNAL EQUIPMENT RENTAL	17,700	16,000	16,000
59139	CONFERENCE COSTS	0	1,000	1,000
59207	CASH OVER/SHORT		0	0
59248	DISPOSAL SITE CHARGE	0	300	300
59993	EQUIPMENT CAPITAL CONTRIBUTION	59,200	39,033	39,033
Other Total		77,900	58,063	58,063
Reserve Appropriation				
58519	PERPETUAL CARE B/L 6562	49,200	56,200	58,600
Reserve Appropriation Total		49,200	56,200	58,600
Salaries and Wages				
51083	REGULAR SALARIES	273,862	291,421	297,094
51084	OVERTIME SALARIES	3,000	5,000	6,000
51090	SHIFT DIFFERENTIAL	0	25	25
51231	INTERNAL SALARIES		0	0
Salaries and Wages Total		276,862	296,446	303,119
Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES	0	0	0
Transfers to/from Internal Accounts Total		0	0	0
Utilities				
53046	POWER	8,500	8,800	9,000
53130	TELEPHONE REGULAR	2,000	2,200	2,300
53150	WATER	3,100	2,600	3,000
Utilities Total		13,600	13,600	14,300
		506,149	517,399	517,825
Net Total		(260,149)	(235,899)	(224,325)

Costing Center Summary

Costing Center: DOWNTOWN MAINTENANCE

Previous Costing Center: DOWNTOWN
Division: TRANSPORTATION
Department: PARKS - Boulevards
Stage: Council Review

Budget Year: 2015
Accounting Reference: 2461
Approved: No
Manager: Perry Roque 729-2170

Description:

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

Comments:

Parks staff maintain the downtown area which includes tree pruning, flowers and planters and parking lot maintenance. Seasonal maintenance staff are responsible for weed control, painting of benches and seasonal light standards, and general maintenance of the downtown area.

Outlook:

The overall maintenance of the downtown area is vital in attracting individuals to the area. The maintenance of the number of parks, green spaces, flower baskets and sidewalks not only increase the use but also make people in the area feel safe.

Costing Center Summary

Costing Center: DOWNTOWN MAINTENANCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	0	92	92
Benefits Total	0	92	92
Contract Services			
52028 FIRE INSURANCE	15	15	16
Contract Services Total	15	15	16
Materials and Supplies			
54099 PARTS AND MATERIALS	12,500	10,000	10,000
54103 GASOLINE #2 (VEHICLE)	0	1,000	1,000
54104 DIESEL (VEHICLE)	3,676	4,000	4,000
Materials and Supplies Total	16,176	15,000	15,000
Other			
59080 INTERNAL EQUIPMENT RENTAL	1,800	1,800	1,800
59993 EQUIPMENT CAPITAL CONTRIBUTION	4,000	4,000	4,000
Other Total	5,800	5,800	5,800
Salaries and Wages			
51083 REGULAR SALARIES	27,214	27,603	28,155
51084 OVERTIME SALARIES	0	200	200
51090 SHIFT DIFFERENTIAL	0	50	50
Salaries and Wages Total	27,214	27,853	28,405
	49,205	48,760	49,313
Net Total	(49,205)	(48,760)	(49,313)

Costing Center Summary

Costing Center: GREEN AREAS & WEED CONTROL

Previous Costing Center: GREEN AREAS & WEED
Division: REGIONAL PLANNING &
Department: PARKS - WEED
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0155
Approved: No
Manager: Perry Roque 729-2170

Description:

This cost center captures the costs associated with cutting grass and weed control on playgrounds, ball diamonds, soccer fields, and all green spaces throughout the City of Brandon.

Comments:

The City continue to explore funding opportunities like the Green Team grant provided by the Province. This particular grant allow for hiring students as additional resources with the delivery of services in a municipality. Currently we have two students hired and the grant covers 1/2 of their salaries for the summer months.

Outlook:

In the future this budget will increase to reflect the additional maintenance costs associated with a growing City as we take over the maintenance of new subdivision and greenspace.

Costing Center Summary

Costing Center: GREEN AREAS & WEED CONTROL

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	0	3,000	3,000
Conditional Government Transfers Total	0	3,000	3,000
Other Income			
42999 REVENUE	2,500	3,000	3,000
Other Income Total	2,500	3,000	3,000
	2,500	6,000	6,000
Expenditures			
Contract Services			
52696 FLOOD CONTRACTS	0	0	0
Contract Services Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	14,500	12,000	12,000
54103 GASOLINE #2 (VEHICLE)	1,190	0	2,000
54104 DIESEL (VEHICLE)	4,382	3,000	4,400
54107 CHEMICALS	2,000	2,000	2,000
Materials and Supplies Total	22,072	17,000	20,400
Other			
59003 ADVERTISING	0	700	700
59014 WORK ORDERS		0	0
59080 INTERNAL EQUIPMENT RENTAL	14,800	11,800	11,800
59993 EQUIPMENT CAPITAL CONTRIBUTION	22,000	22,000	22,000
Other Total	36,800	34,500	34,500
Salaries and Wages			
51083 REGULAR SALARIES	261,691	265,137	270,385
51084 OVERTIME SALARIES	0	2,000	2,000
51090 SHIFT DIFFERENTIAL	0	100	100
51231 INTERNAL SALARIES		0	0
Salaries and Wages Total	261,691	267,237	272,485
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	0	1,500	1,500
Transfers to/from Internal Accounts Total	0	1,500	1,500
Utilities			
53150 WATER	0	0	0
Utilities Total	0	0	0
	320,563	320,237	328,885
Net Total	(318,063)	(314,237)	(322,885)

Costing Center Summary

Costing Center: MOSQUITO CONTROL

Previous Costing Center: MOSQUITO CONTROL
Division: PROTECTIVE SERVICES
Department: PARKS - Prot Serv
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0123
Approved: No
Manager: Perry Roque 729-2170

Description:

This cost center captures the cost of managing the mosquito abatement program which is a partnership with the City of Brandon and Brandon University.

Comments:

The City has a management agreement with Manitoba Health that provides the opportunity to recover costs associated with West Nile Disease and controlling the vector (mosquito species that can transmit the disease). The recovery is based on 75% of all costs associated with the control of West Nile Disease in the City. The City has also partnered with the Province with providing the expertise in mosquito control to help with spraying municipalities in the Westman region that have been issued an adulticiding order by Manitoba Health. All costs associated with this service are recovered.

Outlook:

The Advisory Committee will use the Adulticiding Factor Analysis Guidelines (AFA) when making recommendations to fog the City, adulticide. Mosquito spraying will only be conducted when the AFA category falls into and remains in the high category (15 – 18). All adult mosquito control will be conducted according to the Pesticide Use Permit issued to the City of Brandon by Manitoba Conservation.

Costing Center Summary

Costing Center: MOSQUITO CONTROL

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	35,000	40,000	40,000
Conditional Government Transfers Total	35,000	40,000	40,000
Other Income			
42999 REVENUE	0	0	0
Other Income Total	0	0	0
	35,000	40,000	40,000
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	0	125	125
Benefits Total	0	125	125
Contract Services			
52015 CONTRACTS	1,200	1,200	1,200
Contract Services Total	1,200	1,200	1,200
Materials and Supplies			
54099 PARTS AND MATERIALS	500	3,000	3,000
54103 GASOLINE #2 (VEHICLE)	1,500	0	0
54107 CHEMICALS		0	0
Materials and Supplies Total	2,000	3,000	3,000
Other			
59080 INTERNAL EQUIPMENT RENTAL	1,800	1,800	1,800
59145 MOSQUITO SPRAYING	20,000	30,000	30,000
59639 VECTOR CONTROL	5,000	3,000	3,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	4,000	4,000	4,000
Other Total	30,800	38,800	38,800
Salaries and Wages			
51083 REGULAR SALARIES	38,020	38,560	39,331
51084 OVERTIME SALARIES	0	100	100
51090 SHIFT DIFFERENTIAL	0	25	25
Salaries and Wages Total	38,020	38,685	39,456
	72,020	81,810	82,581
Net Total	(37,020)	(41,810)	(42,581)

Costing Center Summary

Costing Center: PARKS BUILDINGS

Previous Costing Center: PARKS BUILDINGS

Division: RECREATION &

Department: PARKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0152

Approved: No

Manager: Perry Roque 729-2170

Description:

This cost center captures the administrative and operating costs of the parks complex, greenhouse and nursery operation at 2020 McGregor Avenue. The building houses a garage area, administrative offices, and several green houses.

Comments:

The parks complex was built in 1990.

Outlook:

In the past few years the roof has been inspected, the watertank replaced and heaters replaced and no immediate repairs are expected.

Costing Center Summary

Costing Center: PARKS BUILDINGS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Capital Contribution			
10300 CAPITAL PROJECTS	0	10,000	0
Capital Contribution Total	0	10,000	0
Contract Services			
52015 CONTRACTS	6,500	6,500	6,500
52028 FIRE INSURANCE	1,273	1,311	1,350
Contract Services Total	7,773	7,811	7,850
Materials and Supplies			
54099 PARTS AND MATERIALS	15,000	15,000	15,000
Materials and Supplies Total	15,000	15,000	15,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53025 HEAT	16,500	20,000	21,000
53130 TELEPHONE REGULAR		0	0
53150 WATER	7,500	5,000	5,000
Utilities Total	24,000	25,000	26,000
	46,773	57,811	48,850
Net Total	(46,773)	(57,811)	(48,850)

Costing Center Summary

Costing Center: PARKS OPERATIONS

Previous Costing Center: PARKS OPERATIONS

Division: RECREATION &

Department: PARKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0151

Approved: No

Manager: Perry Roque 729-2170

Description:

This costing center covers the maintenance and administrative costs for the Parks, Recreation and Greenspace Operations. This account consists of costs associated with training, office costs, park maintenance, forestry maintenance, boulevard maintenance, disease and insect control, and school facility maintenance programs. The revenue budget for this account reflects; Dutch Elm Disease agreement, recoveries from the Brandon School Division for maintenance we provide at their facilities, and a portion of the expenses of the services we provide to the Provincial Highways for the mowing of their right of ways.

Comments:

This budget has been increased to reflect the additional maintenance costs associated with a growing City as we take over the maintenance of new subdivisions and the related green space.

Outlook:

The City continues to provide a high standard of Parks and Green Space in the City of Brandon. The Green Space Master plan will be a document used by the City as we continue to develop more recreational parks and green space throughout the City.

Costing Center Summary

Costing Center: PARKS OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T		0	0
43625 PROVINCE - DISEASED TREES	23,031	23,031	23,031
Conditional Government Transfers Total	23,031	23,031	23,031
Income from Enterprises			
49388 ORGANIZATIONS/FOUNDATIONS	0	0	0
Income from Enterprises Total	0	0	0
Other Income			
42999 REVENUE	17,000	21,000	21,000
49368 SALE PROCEEDS - EQUIPMENT		0	0
Other Income Total	17,000	21,000	21,000
User Fees and Sales of Goods			
42506 SCRAP METAL SALES	100	100	100
User Fees and Sales of Goods Total	100	100	100
	40,131	44,131	44,131
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	1,000	1,000	1,000
51123 PROTECTIVE CLOTHING	10,000	10,000	10,000
51210 LICENSES	1,100	1,000	1,000
51285 MEDICALS	125	250	250
Benefits Total	12,225	12,250	12,250
Capital Contribution			
10300 CAPITAL PROJECTS	245,000	251,000	235,000
Capital Contribution Total	245,000	251,000	235,000
Contract Services			
52015 CONTRACTS	4,000	8,000	8,000
52028 FIRE INSURANCE	1,493	1,538	1,584
52029 LIABILITY INSURANCE		0	0
52032 VEHICLE INSURANCE	400	400	400
52081 EXTERNAL EQUIPMENT RENTAL	3,000	3,000	3,000
52212 WORK ORDER CONTRACTS		0	0
52696 FLOOD CONTRACTS		0	0
52759 SECURITY	10,000	5,000	5,000
Contract Services Total	18,893	17,938	17,984
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	4,000	4,000
Equipment Purchases Total	0	4,000	4,000
Grants and Contributions			
55058 KINSMEN STADIUM DEFICIT	0	0	0
Grants and Contributions Total	0	0	0

Costing Center Summary

Costing Center: PARKS OPERATIONS

Materials and Supplies

54062	LIABILITY CLAIMS	0	1,000	1,000
54099	PARTS AND MATERIALS	130,000	125,000	125,000
54103	GASOLINE #2 (VEHICLE)	16,000	24,000	25,000
54104	DIESEL (VEHICLE)	1,000	18,000	20,000
54105	OIL	750	0	0
54128	GASOLINE (OPERATING)	18,000	21,000	21,000
54129	DIESEL (OPERATING)	14,000	18,000	18,000
54228	PROPANE	370	0	0
54257	WORK ORDER PARTS & MATERIALS		0	0
54693	FLOOD PARTS & MATERIALS		0	0

Materials and Supplies Total	180,120	207,000	210,000
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Other

51141	TRAINING & DEVELOPMENT COSTS	5,000	5,000	5,000
52231	INSURANCE RECOVERIES		0	0
59003	ADVERTISING	1,500	400	400
59014	WORK ORDERS		0	0
59048	LUNCHEONS	500	500	500
59059	MEMBERSHIP	980	600	600
59080	INTERNAL EQUIPMENT RENTAL	98,700	103,150	103,150
59138	BUSINESS TRAVEL - MILEAGE	2,000	4,000	4,000
59139	CONFERENCE COSTS	8,000	10,000	10,000
59248	DISPOSAL SITE CHARGE	30,000	45,000	45,000
59279	RIVERBANK YARD MAINTENANCE		0	0
59373	DEPARTMENT OF HIGHWAYS-MOWING		0	0
59501	GREEN SPACE DEVELOPMENT	50,000	40,000	80,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	250,666	203,826	203,826

Other Total	447,346	412,476	452,476
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Reserve Appropriation

58537	PARKS RESERVE B/L	0	400,000	400,000
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Reserve Appropriation Total	0	400,000	400,000
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Salaries and Wages

51083	REGULAR SALARIES	1,033,418	1,030,472	1,029,251
51084	OVERTIME SALARIES	4,000	10,000	10,000
51090	SHIFT DIFFERENTIAL	300	300	300
51231	INTERNAL SALARIES		0	0

Salaries and Wages Total	1,037,718	1,040,772	1,039,551
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Transfers to/from Internal Accounts

59001	SHOP RATE CHARGES	2,000	2,000	2,000
59997	TRANSFER FR RESERVES		0	0

Transfers to/from Internal Accounts Total	2,000	2,000	2,000
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Utilities

53046	POWER	17,000	17,000	17,000
53130	TELEPHONE REGULAR	6,500	7,500	7,500
53150	WATER	9,150	6,000	6,500
53295	RADIO COSTS	9,000	8,220	8,220

Utilities Total	41,650	38,720	39,220
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	1,984,952	2,386,156	2,412,481
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Net Total	(1,944,821)	(2,342,025)	(2,368,350)
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Costing Center Summary

Costing Center: REC CENTRE

Previous Costing Center: REC CENTRE
Division: RECREATION &
Department: GOLF COURSE
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0284
Approved: No
Manager: Perry Roque 729-2170

Description:

This cost center captures the operations and maintain the Recreation Centre. The Recreation Centre consists of a golf course, tennis courts, toboggan hill, groomed ski trails, groomed snow shoe trails, walking paths and clubhouse.

Comments:

Due to the flood of 2014, 2015 will be a year of attracting golfers back to the golf course.

Outlook:

The course will start the 2015 season with 9 holes. Revenue projections have been budgeted modest as it will take some time for golfers to come back to the course. New rates have been added in 2015 (seniors rate and couples rate).

Costing Center Summary

Costing Center: REC CENTRE

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
User Fees and Sales of Goods				
42101	GOLF MEMBERSHIPS	104,644	42,855	61,332
42134	CART STORAGE FEE	28,095	17,527	17,874
42152	EQUIPMENT RENTAL REVENUE	116,568	71,685	71,685
42195	ROOM RENTALS		0	0
42279	INVENTORY SALES	141,000	11,000	12,000
42297	GREEN FEES	226,300	171,432	176,544
42298	TRAIL FEES	5,000	700	850
42386	TENNIS FEES	8,000	8,500	9,000
User Fees and Sales of Goods Total		629,607	323,699	349,285
		629,607	323,699	349,285
Expenditures				
Benefits				
51122	BOOT ALLOWANCE	150	300	300
51210	LICENSES	0	200	200
Benefits Total		150	500	500
Capital Contribution				
10300	CAPITAL PROJECTS	0	0	0
Capital Contribution Total		0	0	0
Contract Services				
52015	CONTRACTS	16,000	6,550	6,825
52028	FIRE INSURANCE	1,220	1,257	1,294
52029	LIABILITY INSURANCE		0	0
52032	VEHICLE INSURANCE	800	0	0
52081	EXTERNAL EQUIPMENT RENTAL	5,000	6,000	7,000
52387	BANK PROCESSING FEES	3,000	6,000	6,500
Contract Services Total		26,020	19,807	21,619
Equipment Purchases				
54410	EQUIPMENT PURCHASES	0	0	0
Equipment Purchases Total		0	0	0
Materials and Supplies				
54099	PARTS AND MATERIALS	53,500	43,000	45,000
54107	CHEMICALS	8,000	9,000	10,000
54128	GASOLINE (OPERATING)	5,500	6,500	7,500
54129	DIESEL (OPERATING)	8,000	9,000	10,000
54273	LANDSCAPING SUPPLIES	3,500	2,500	3,500
54274	EQUIPMENT PARTS	13,000	12,000	12,000
54397	INVENTORY PURCHASES	64,000	6,600	7,200
Materials and Supplies Total		155,500	88,600	95,200

Costing Center Summary

Costing Center: REC CENTRE

Other				
52231	INSURANCE RECOVERIES		0	0
59003	ADVERTISING	9,000	7,000	8,000
59059	MEMBERSHIP	1,500	3,500	3,500
59080	INTERNAL EQUIPMENT RENTAL	3,800	3,800	3,800
59138	BUSINESS TRAVEL - MILEAGE	0	200	225
59207	CASH OVER/SHORT		0	0
59429	PROMOTIONS EXPENSE	0	3,000	3,500
59993	EQUIPMENT CAPITAL CONTRIBUTION	14,078	14,078	14,078
Other Total		28,378	31,578	33,103
Reserve Appropriation				
58542	RECREATION CENTRE B/L 4750	0	113,750	250,000
Reserve Appropriation Total		0	113,750	250,000
Salaries and Wages				
51083	REGULAR SALARIES	356,769	307,613	319,337
51084	OVERTIME SALARIES	6,100	7,200	7,200
51090	SHIFT DIFFERENTIAL	2,456	2,000	2,000
51231	INTERNAL SALARIES		0	0
Salaries and Wages Total		365,325	316,813	328,537
Transfers to/from Internal Accounts				
59997	TRANSFER FR RESERVES	0	0	0
Transfers to/from Internal Accounts Total		0	0	0
Utilities				
53025	HEAT	11,625	11,000	11,000
53046	POWER	22,500	16,000	17,000
53130	TELEPHONE REGULAR	1,500	2,000	2,200
53150	WATER	3,150	1,200	1,300
Utilities Total		38,775	30,200	31,500
		614,148	601,248	760,459
Net Total		15,459	(277,549)	(411,174)

Costing Center Summary

Costing Center: SIDEWALK MAINTENANCE

Previous Costing Center: SIDEWALK
Division: TRANSPORTATION
Department: PARKS - Boulevards
Stage: Council Review

Budget Year: 2015
Accounting Reference: 9796
Approved: No
Manager: Perry Roque 729-2170

Description:

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

Comments:

Maintenance is specific to replacing deteriorated sidewalks, grinding trip hazards, and establishing wheel chair accessibility 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:

We will continue to do repairs throughout the city to an aging sidewalk system. Trip hazards will continue to be addressed on a regular basis with our sidewalk grinding program.

Costing Center Summary

Costing Center: SIDEWALK MAINTENANCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	0	600	600
Benefits Total	0	600	600
Contract Services			
52015 CONTRACTS	52,000	43,000	43,000
52081 EXTERNAL EQUIPMENT RENTAL	30,000	36,000	36,000
Contract Services Total	82,000	79,000	79,000
Equipment Purchases			
54410 EQUIPMENT PURCHASES	6,000	3,500	3,500
Equipment Purchases Total	6,000	3,500	3,500
Materials and Supplies			
54099 PARTS AND MATERIALS	20,000	20,000	20,000
54103 GASOLINE #2 (VEHICLE)	4,500	5,500	6,000
54104 DIESEL (VEHICLE)	4,200	2,700	4,200
Materials and Supplies Total	28,700	28,200	30,200
Other			
59014 WORK ORDERS		0	0
59080 INTERNAL EQUIPMENT RENTAL	24,000	15,410	15,410
59993 EQUIPMENT CAPITAL CONTRIBUTION	71,620	40,120	40,120
Other Total	95,620	55,530	55,530
Salaries and Wages			
51083 REGULAR SALARIES	288,176	300,346	306,229
51084 OVERTIME SALARIES	0	2,000	2,000
51090 SHIFT DIFFERENTIAL	0	100	100
51231 INTERNAL SALARIES		0	0
Salaries and Wages Total	288,176	302,446	308,329
	500,496	469,276	477,159
Net Total	(500,496)	(469,276)	(477,159)

Costing Center Summary

Costing Center: SKATING OVAL

Previous Costing Center: SKATING OVAL

Division: RECREATION &

Department: PARKS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2478

Approved: No

Manager: Perry Roque 729-2170

Description:

This cost center reflects the costs of establishing the skating oval located in the Canada Games Park, as well as general maintenance and security costs for the skating oval, skating trails, and winter lights.

Comments:

The skating oval is open the first week of December and closes the last week of February, weather permitting. Lights come on each day during this period from 5:00 pm to 11:00 pm.

Outlook:

Brandon Riverbank Inc. will continue to seek sponsorship for additional displays for this area.

Costing Center Summary

Costing Center: SKATING OVAL

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	15,000	12,000	12,000
52028 FIRE INSURANCE	91	94	97
52081 EXTERNAL EQUIPMENT RENTAL	500	500	500
Contract Services Total	15,591	12,594	12,597
Materials and Supplies			
54099 PARTS AND MATERIALS	3,000	6,000	6,000
54228 PROPANE	1,000	1,000	1,000
Materials and Supplies Total	4,000	7,000	7,000
Other			
59014 WORK ORDERS	0	0	0
Other Total	0	0	0
Salaries and Wages			
51084 OVERTIME SALARIES	0	0	0
51231 INTERNAL SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Utilities			
53046 POWER	450	450	450
Utilities Total	450	450	450
	20,041	20,044	20,047
Net Total	(20,041)	(20,044)	(20,047)

Costing Center Summary

Costing Center: COMPOSTING OPERATIONS

Previous Costing Center: COMPOSTING
Division: ENVIRONMENTAL
Department: SANITATION
Stage: Council Review

Budget Year: 2015
Accounting Reference: 1021
Approved: No
Manager: Pam Penner 729-2248

Description:

This cost center is for all composting operations taking place at Eastview Landfill as well as collection of residential carts and depots.

Composting operations at the landfill consist of building, watering and turning compost windrows which include feed stock and residential organics. This account also will cover the cost of trauma screening, testing and equipment needed for this operation.

Comments:

With the landfill having the machinery in place the composting operation is in a position to handle more material processed, having implemented the program and reaching the goal of 6,000 residents the landfill is projected to extend its life by 6 years. In addition, in 2014 an announcement for a \$10 per tonne incentive payment was made, which will bring additional funds to the City of Brandon to help expand collection and begin exploring markets for finished products, potentially for resale.

Outlook:

With the residential composting curb side collection now in effect, the City's diversion rate is increasing and diverting material that would otherwise be placed in the Landfill. The Landfill's next piece of needed equipment will be a trauma screener which would be utilized in this section as well as Streets & Roads for road sand for winter maintenance. An application for funding will be made to Green Manitoba in hopes of solidifying money to purchase a screener.

There are approximately 5,000 green carts currently in the collection system at the end of 2014. Green Manitoba announced a \$10 per tonne support payment for all qualifying organic material that is collected and diverted from the tipping face. With this funding the City will be required to meet certain criteria, such as having an onsite certified compost facilitator, provide detailed reporting, and submit a marketing plan for a end use product in the future.

Costing Center Summary

Costing Center: COMPOSTING OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	0	100,000	100,000
Conditional Government Transfers Total	0	100,000	100,000
Other Income			
42999 REVENUE	10,000	0	0
Other Income Total	10,000	0	0
	10,000	100,000	100,000
Expenditures			
Contract Services			
52081 EXTERNAL EQUIPMENT RENTAL	20,000	30,000	30,000
52759 SECURITY		0	0
Contract Services Total	20,000	30,000	30,000
Materials and Supplies			
54099 PARTS AND MATERIALS	5,000	15,000	15,000
54104 DIESEL (VEHICLE)		0	0
Materials and Supplies Total	5,000	15,000	15,000
Other			
51141 TRAINING & DEVELOPMENT COSTS	1,500	2,500	2,500
59003 ADVERTISING	10,000	10,000	10,000
59059 MEMBERSHIP	0	600	600
59080 INTERNAL EQUIPMENT RENTAL	62,000	109,000	109,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	104,475	168,000	168,000
Other Total	177,975	290,100	290,100
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
51090 SHIFT DIFFERENTIAL	0	0	0
Salaries and Wages Total	0	0	0
	202,975	335,100	335,100
Net Total	(192,975)	(235,100)	(235,100)

Costing Center Summary

Costing Center: LANDFILL SITE OPERATIONS

Previous Costing Center: LANDFILL SITE
Division: ENVIRONMENTAL
Department: SANITATION
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0204
Approved: No
Manager: Ian Broome 729-2292

Description:

This cost center is for all administration costs for the Sanitation Department. This account reflects the recoveries from charges to the residential collection, commercial collection and other City accounts for disposal site fees. This account has been adjusted to reflect the increase in the fee schedule for commercial contractors. The increased demand by Provincial regulations for Landfills in Manitoba requires an additional increase in the fee schedule to ensure that funds are available in the future.

Comments:

The Sanitation department will continue to focus on advertising to educate the public on various landfill programs, such as Household Hazardous Waste, E-waste, and other landfill diversion programs offered.

Outlook:

The Sanitation Department will continue to pay a Provincial tax (The Waste Reduction and Recycling Support (WRARS) levy) of \$10 per tonne for the refuse collection coming across the scale and being placed at the tipping face of the active cell. The Province will then disburse 80% of the provincial fund annually based on the City's proportionate share of captured recycling that has been reported to Multi-Material Stewardship Manitoba (MMSM). With this fee schedule in place, the Sanitation department will continue its efforts to promote recycling incentives and activities.

Costing Center Summary

Costing Center: LANDFILL SITE OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Income from Enterprises			
49388 ORGANIZATIONS/FOUNDATIONS	40,000	40,000	0
Income from Enterprises Total	40,000	40,000	0
Other Income			
42990 RECEIPTS	2,100,000	2,196,050	2,196,050
42999 REVENUE	0	500	500
44992 ECO CENTRE RECOVERIES	4,000	4,000	4,000
Other Income Total	2,104,000	2,200,550	2,200,550
Permits, Licenses and Fines			
42991 MUNICIPAL FEES	66,327	68,297	70,267
Permits, Licenses and Fines Total	66,327	68,297	70,267
User Fees and Sales of Goods			
42506 SCRAP METAL SALES	70,000	75,000	75,000
42544 DIESEL FUEL SALES		0	0
42557 HHW RECOVERY	0	1,000	1,000
42558 E-WASTE SALES	20,000	25,000	25,000
42901 HOUSEHOLD REFUSE FEES	1,650	1,800	1,872
42903 FREON HANDLING FEE	12,000	15,000	15,000
42908 MATERIAL RECYCLING FEES		0	0
42909 RECYCLING-EXTERNAL		0	0
42921 TIRE DISPOSAL FEES	30,000	35,000	35,000
42986 ENVIRONMENTAL SURCHARGE	380,000	437,000	437,000
User Fees and Sales of Goods Total	513,650	589,800	589,872
	2,723,977	2,898,647	2,860,689
Expenditures			
Benefits			
51100 UNIFORMS	500	500	500
51122 BOOT ALLOWANCE	1,500	2,420	2,420
51123 PROTECTIVE CLOTHING	2,500	2,500	2,500
51285 MEDICALS	180	180	180
Benefits Total	4,680	5,600	5,600
Contract Services			
52015 CONTRACTS	245,889	239,350	240,850
52019 CONSULTING FEES		0	0
52028 FIRE INSURANCE	168	173	178
52081 EXTERNAL EQUIPMENT RENTAL	15,000	10,000	10,000
52902 FREON DEPLETING DEVICES	25,000	25,000	25,000
Contract Services Total	286,057	274,523	276,028

Costing Center Summary

Costing Center: LANDFILL SITE OPERATIONS

Materials and Supplies				
54057	ECO CENTRE PARTS & MATERIALS	500	500	500
54099	PARTS AND MATERIALS	40,000	35,000	35,000
54103	GASOLINE #2 (VEHICLE)	10,000	6,000	8,000
54104	DIESEL (VEHICLE)	85,000	130,000	150,000
54228	PROPANE	500	1,000	1,000
54257	WORK ORDER PARTS & MATERIALS		0	0
Materials and Supplies Total		136,000	172,500	194,500
Other				
51141	TRAINING & DEVELOPMENT COSTS	5,500	5,500	5,500
59003	ADVERTISING	10,000	10,000	10,000
59047	ECO CENTRE ADVERTISING	2,000	2,000	2,000
59048	LUNCHEONS		0	0
59059	MEMBERSHIP	0	1,060	1,060
59066	ENVIRONMENTAL LEVY	522,090	437,000	437,000
59080	INTERNAL EQUIPMENT RENTAL	139,966	177,800	177,800
59138	BUSINESS TRAVEL - MILEAGE	1,500	1,500	1,500
59139	CONFERENCE COSTS	2,000	2,000	2,000
59248	DISPOSAL SITE CHARGE	(35,000)	(50,000)	(50,000)
59249	RECOVERY COMMERCIAL	(3,120)	0	0
59250	RECOVERY RESIDENTIAL	(1,008,630)	(740,000)	(740,000)
59611	LANDFILL SITE OPERATIONS LANDFILL CLOS		0	0
59993	EQUIPMENT CAPITAL CONTRIBUTION	298,093	349,075	349,075
Other Total		(65,601)	195,935	195,935
Reserve Appropriation				
58544	DISPOSAL SITE B/L 4528	360,000	410,000	370,000
Reserve Appropriation Total		360,000	410,000	370,000
Salaries and Wages				
51055	ECO CENTRE SALARIES	1,500	0	0
51083	REGULAR SALARIES	1,276,409	1,108,771	1,091,335
51084	OVERTIME SALARIES	19,000	10,000	10,000
51090	SHIFT DIFFERENTIAL	2,000	1,500	1,500
51231	INTERNAL SALARIES		0	0
Salaries and Wages Total		1,298,909	1,120,271	1,102,835
Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES	0	2,000	2,000
Transfers to/from Internal Accounts Total		0	2,000	2,000
Utilities				
53025	HEAT	5,700	7,100	11,500
53046	POWER	7,245	7,500	7,800
53130	TELEPHONE REGULAR	5,000	7,000	7,000
53150	WATER	200	200	200
53295	RADIO COSTS	7,000	6,650	6,650
Utilities Total		25,145	28,450	33,150
		2,045,190	2,209,279	2,180,048
Net Total		678,787	689,368	680,641

Costing Center Summary

Costing Center: RECYCLING OPERATIONS

Previous Costing Center: RECYCLING
Division: ENVIRONMENTAL
Department: SANITATION
Stage: Council Review

Budget Year: 2015
Accounting Reference: 1023
Approved: No
Manager: Ian Broome 729-2292

Description:

This cost center covers the costs of operating and maintaining six recycling depots located throughout the City and at the Eastview Landfill Site, as well as the operations of the Materials Recycling Facility (MRF). Revenues recorded in this cost center include the Provincial Recycling Rebate and the MMSM (Multi Material Stewardship Manitoba) grant.

Comments:

On a daily basis collection trucks are picking up 4 hours of recycling and 4 hours of residential refuse. This cost centre includes the debt serving principal and interest costs relating to the MRF which expires in 2023.

Outlook:

The price of OCC (old corrugated cardboard) that is processed in the facility is dependant on what the markets can bear. It is unknown from month to month what the selling price per tonne will be. For instance, in January 2014 the price was \$100/tonne and has varied throughout the year to as low as \$75/tonne. With this fluctuation it is difficult to estimate the revenue for the MRF as well as the future volumes that the facility will process. If the price of OCC were to drop below the cost to process the material, changes would be required on the way the material was shipped.

Costing Center Summary

Costing Center: RECYCLING OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	370,000	370,000	370,000
43641 PROV-RECYCLING	546,894	546,894	546,894
Conditional Government Transfers Total	916,894	916,894	916,894
Other Income			
42999 REVENUE	1,000	350,000	350,000
Other Income Total	1,000	350,000	350,000
User Fees and Sales of Goods			
42915 UTILITY RECOVERY	0	0	0
User Fees and Sales of Goods Total	0	0	0
	917,894	1,266,894	1,266,894
Expenditures			
Contract Services			
52015 CONTRACTS	4,000	19,700	19,700
52028 FIRE INSURANCE	1,654	1,704	1,755
52081 EXTERNAL EQUIPMENT RENTAL	31,200	5,000	5,000
52124 PROCESSING FEES		0	0
52755 CLEANING CONTRACT	7,835	11,832	11,832
Contract Services Total	44,689	38,236	38,287
Debenture Debt Servicing Costs			
57438 DEBENTURE DEBT PRINCIPAL	124,057	127,928	132,379
57439 DEBENTURE DEBT INTEREST	66,057	62,149	57,800
Debenture Debt Servicing Costs Total	190,114	190,077	190,179
Grants and Contributions			
55024 OTHER GRANTS	0	0	0
Grants and Contributions Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	60,000	48,000	48,000
54104 DIESEL (VEHICLE)	14,400	16,000	18,000
Materials and Supplies Total	74,400	64,000	66,000
Other			
52144 TRANSPORTATION	284,000	289,680	295,440
59003 ADVERTISING	0	3,000	3,000
59014 WORK ORDERS		0	0
59048 LUNCHEONS		0	0
59080 INTERNAL EQUIPMENT RENTAL	141,000	164,200	164,200
59357 SURCHARGES		0	0
59993 EQUIPMENT CAPITAL CONTRIBUTION	178,950	199,500	199,500
Other Total	603,950	656,380	662,140

Costing Center Summary

Costing Center: RECYCLING OPERATIONS

Salaries and Wages

51083	REGULAR SALARIES	0	184,543	188,234
51084	OVERTIME SALARIES		0	0

Salaries and Wages Total	0	184,543	188,234
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Transfers to/from Internal Accounts

59001	SHOP RATE CHARGES	0	5,000	5,000
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Transfers to/from Internal Accounts Total	0	5,000	5,000
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Utilities

53046	POWER	57,000	56,000	60,000
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53150	WATER	1,500	1,500	1,500
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Utilities Total	58,500	57,500	61,500
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971,653	1,195,736	1,211,340
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Net Total	(53,759)	71,158	55,554
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Costing Center Summary

Costing Center: REFUSE COLLECTION

Previous Costing Center: REFUSE COLLECTION

Division: ENVIRONMENTAL

Department: SANITATION

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0166

Approved: No

Manager: Ian Broome 729-2292

Description:

This cost center captures costs associated with the refuse and recycling program for both residential and multi-family collection. For a 5 year term, beginning in 2014, Overland Waste was hired and is responsible for the refuse and recycling collection for multi-family housing with 7 or more units. In addition, revenue for collection bins from new development, as well as damaged and replaced bins from residents is included here. This cost center also covers the cost of maintaining approximately 200 litter bins in the downtown area and on the walkways throughout the City.

In addition to the residential pickup, revenue is also generated from apartment buildings that pay for extra refuse collection.

Comments:

With the refuse/recycling system in place, the Sanitation Department is finding that there is a strong need to increase manpower within city limits to control litter that is discarded in the lanes, and to control the location of containers so that the refuse trucks have reasonable access in order that the trucks can function safely and efficiently.

Outlook:

The implementation of the WRARS (waste reduction and recycling support) levy, is an incentive for commercial refuse customers to divert all recyclables from the active working face of the landfill cell. The City of Brandon is responsible for the cost of collection of refuse and recycling for the multi-family collection for 5 years, from 2014 to 2018 based on these percentages:

Year 1 2014 - 100%

Year 2 2015 - 80%

Year 3 2016 - 60%

Year 4 2017 - 40%

Year 5 2018 - 20%

In the year 2019, the City of Brandon will no longer be responsible for the cost of the multi-family collection. The entire cost of the disposal for the refuse and recycling will be passed on to owners of the units that house 7 or more rental units.

Costing Center Summary

Costing Center: REFUSE COLLECTION

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42999 REVENUE	120,000	50,000	50,000
Other Income Total	120,000	50,000	50,000
	120,000	50,000	50,000
Expenditures			
Contract Services			
52015 CONTRACTS	200,000	404,851	317,304
Contract Services Total	200,000	404,851	317,304
Materials and Supplies			
54062 LIABILITY CLAIMS		0	0
54099 PARTS AND MATERIALS	5,000	5,000	5,000
54103 GASOLINE #2 (VEHICLE)	6,000	5,000	6,000
54104 DIESEL (VEHICLE)	120,000	125,000	140,000
Materials and Supplies Total	131,000	135,000	151,000
Other			
59003 ADVERTISING		0	0
59080 INTERNAL EQUIPMENT RENTAL	57,500	102,800	102,800
59248 DISPOSAL SITE CHARGE	801,750	740,000	740,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	79,340	144,865	144,865
Other Total	938,590	987,665	987,665
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
	1,269,590	1,527,516	1,455,969
Net Total	(1,149,590)	(1,477,516)	(1,405,969)

Costing Center Summary

Costing Center: SPORTSPLEX ARENA

Previous Costing Center: SPORTSPLEX ARENA

Division: RECREATION &

Department: SPORTSPLEX

Stage: Council Review

Budget Year: 2015

Accounting Reference: 2426

Approved: No

Manager: Jeff Elliott 729-2472

Description:

This cost center captures revenues and program expenses for the Sportsplex Arena which is generated from ice rentals, public skating and programs such as Learn to Skate.

Comments:

The arena is used by community groups who book the ice for tournaments, hockey practice and game use. We offer a Learn to Skate program and public skate ice times throughout the year. The arena is also used free of charge by the Brandon School division as part of the Joint Use Agreement between the City and the Division. The arena is booked to capacity during our prime time. September to March the arena is busiest from 4 pm to 11 pm daily, Saturday and Sundays from 7 am to 11 pm. During the summer months hockey schools rent the ice to deliver their hockey schools.

The Sportsplex arena rental rates will increase in 2015 by 5%. Our fees continue to be in the mid range for what other western cities are charging for ice rental.

Outlook:

Key to maximizing arena revenue is to continue efforts to fully utilize ice time to the maximum extent possible. One example is that during slow periods, we schedule stick and pucks for two age groups, 12 and under, 13 and older, this is a very popular activity for the youth.

Costing Center Summary

Costing Center: SPORTSPLEX ARENA

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
User Fees and Sales of Goods				
42113	PROGRAMS REVENUE	60,000	20,000	20,000
42193	SPORT RENTAL	360,000	410,000	415,000
42195	ROOM RENTALS	3,900	3,525	3,705
42196	PUBLIC SKATING	31,500	37,000	37,000
42197	SCHOOL PASSES	800	1,300	1,300
User Fees and Sales of Goods Total		456,200	471,825	477,005
		456,200	471,825	477,005
Expenditures				
Other				
54124	PROGRAM EXPENSES	4,635	4,635	4,635
Other Total		4,635	4,635	4,635
Salaries and Wages				
51083	REGULAR SALARIES	0	0	0
Salaries and Wages Total		0	0	0
		4,635	4,635	4,635
Net Total		451,565	467,190	472,370

Costing Center Summary

Costing Center: SPORTSPLEX CONCESSION

Previous Costing Center: SPORTSPLEX
Division: RECREATION &
Department: SPORTSPLEX
Stage: Council Review

Budget Year: 2015
Accounting Reference: 0293
Approved: No
Manager: Jeff Elliott 729-2472

Description:

This cost center captures the revenues and operating costs of the Sportsplex canteen. This includes costs for staffing and supplies purchased for resale at the canteen.

Comments:

The Sportsplex offers concession services, operated by city employees, as a compliment to the other main services. It operates year round with the busiest time being during track and field season. Canteen sales are highly variable depending on which activities are booked into the facility. The canteen normally operates with one staff person but during the busy times, such as larger events extra staff is brought in. Revenues and expenses are projected to be lower in 2015 due to the 6 month pool closure.

Outlook:

The catering service and menu choices at the canteen continue to develop to meet customer expectations. The sales point profit is being reviewed to ensure reasonable product pricing.

Costing Center Summary

Costing Center: SPORTSPLEX CONCESSION

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42999 REVENUE	152,000	103,084	126,174
Other Income Total	152,000	103,084	126,174
User Fees and Sales of Goods			
42301 CATERING REVENUE	4,700	5,000	5,000
42334 VENDING MACHINE REVENUE	16,000	10,500	14,000
User Fees and Sales of Goods Total	20,700	15,500	19,000
	172,700	118,584	145,174
Expenditures			
Equipment Purchases			
54410 EQUIPMENT PURCHASES	2,000	2,000	2,000
Equipment Purchases Total	2,000	2,000	2,000
Materials and Supplies			
54021 FREIGHT		0	0
54099 PARTS AND MATERIALS	800	1,000	1,000
54149 SUPPLIES	83,000	59,292	72,587
Materials and Supplies Total	83,800	60,292	73,587
Other			
54302 CATERING EXPENSES	500	500	500
59138 BUSINESS TRAVEL - MILEAGE		0	0
59207 CASH OVER/SHORT		0	0
59339 EQUIPMENT MAINTENANCE	2,000	2,000	2,000
Other Total	2,500	2,500	2,500
Salaries and Wages			
51083 REGULAR SALARIES	98,264	89,572	97,614
51084 OVERTIME SALARIES	1,200	1,200	1,200
51090 SHIFT DIFFERENTIAL	1,700	1,172	1,339
Salaries and Wages Total	101,164	91,944	100,153
	189,464	156,736	178,240
Net Total	(16,764)	(38,152)	(33,066)

Costing Center Summary

Costing Center: SPORTSPLEX GENERAL FACILITY

Previous Costing Center: SPORTSPLEX GENERAL

Division: RECREATION &

Department: SPORTSPLEX

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0292

Approved: No

Manager: Jeff Elliott 729-2472

Description:

This account captures the operating and maintenance costs of the entire Sportsplex facility including an outdoor track. Salaries, utilities, and parts & materials account for the largest portion of expenses.

Comments:

2015 will focus on the redevelopment of the pool mechanical systems and related infrastructure. The budget is lower due to the pool facility closure for 6 months in the second half of 2015.

Outlook:

Brandon will be hosting the Provincial Track & Field championships in 2016 and has been awarded the Legion Track & Field Championships in 2017 and 2018, preliminary inspections and design will begin to outline any deficiencies that will need to be addressed before these events take place.

Costing Center Summary

Costing Center: SPORTSPLEX GENERAL FACILITY

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Conditional Government Transfers			
43510 PROVINCIAL GOV'T	500,000	500,000	0
Conditional Government Transfers Total	500,000	500,000	0
Other Income			
42365 COMMISSION REVENUES	0	5,450	7,800
Other Income Total	0	5,450	7,800
User Fees and Sales of Goods			
42060 ADMIN FEE REVENUE	1,000	1,000	2,000
42113 PROGRAMS REVENUE	45,000	58,710	60,471
42142 MERCHANDISE SALES	1,500	1,350	1,800
42152 EQUIPMENT RENTAL REVENUE		0	0
42153 COURT FEE REVENUE	16,000	11,000	11,330
42169 LOCKER REVENUE	9,500	3,886	8,500
42172 TRACK REVENUE	5,500	4,200	5,000
42174 OVAL ROOM RENTAL	16,000	0	0
42195 ROOM RENTALS	0	18,540	19,096
42333 STICKER MACHINE	3,000	0	0
42334 VENDING MACHINE REVENUE	2,800	0	0
42390 ADVERTISING REVENUE	18,000	16,000	18,000
42412 MEMBERSHIP REVENUES	20,000	11,000	20,000
User Fees and Sales of Goods Total	138,300	125,686	146,197
	638,300	631,136	153,997
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	800	1,034	1,034
Benefits Total	800	1,034	1,034
Contract Services			
52015 CONTRACTS	6,000	8,000	8,000
52019 CONSULTING FEES		0	0
52020 PROFESSIONAL FEES	300	300	300
52028 FIRE INSURANCE	4,992	5,142	5,296
52043 EXTERNAL LAUNDRY	500	600	600
52054 MAINT OF EQUIP EXT	26,000	20,400	23,900
52081 EXTERNAL EQUIPMENT RENTAL	500	3,000	3,000
52282 BLADE SHARPENING	1,850	2,000	2,200
Contract Services Total	40,142	39,442	43,296
Equipment Purchases			
54410 EQUIPMENT PURCHASES	3,000	5,000	5,000
Equipment Purchases Total	3,000	5,000	5,000

Costing Center Summary

Costing Center: SPORTSPLEX GENERAL FACILITY

Materials and Supplies				
54021	FREIGHT	1,500	0	0
54099	PARTS AND MATERIALS	43,400	44,400	45,440
54103	GASOLINE #2 (VEHICLE)	500	700	750
54228	PROPANE	3,500	5,000	5,000
54266	TOOLS	1,000	1,000	1,000
54274	EQUIPMENT PARTS	10,000	2,500	2,500
54275	JANITORIAL SUPPLIES	6,000	1,500	1,500
54397	INVENTORY PURCHASES	1,200	1,300	1,500
Materials and Supplies Total		67,100	56,400	57,690
Other				
51141	TRAINING & DEVELOPMENT COSTS	3,100	3,500	3,000
54124	PROGRAM EXPENSES	6,000	6,000	6,000
59003	ADVERTISING	5,000	2,500	2,500
59014	WORK ORDERS		0	0
59138	BUSINESS TRAVEL - MILEAGE	2,500	1,600	1,600
59139	CONFERENCE COSTS	3,300	3,300	3,300
59207	CASH OVER/SHORT		0	0
59354	PROGRAM ADVERTISING	17,600	15,000	15,000
Other Total		37,500	31,900	31,400
Reserve Appropriation				
58512	SPORTSPLEX MAINTENANCE B/L5066	700,000	700,000	200,000
Reserve Appropriation Total		700,000	700,000	200,000
Salaries and Wages				
51083	REGULAR SALARIES	800,506	769,302	837,722
51084	OVERTIME SALARIES	20,000	20,000	20,000
51090	SHIFT DIFFERENTIAL	7,500	7,800	7,800
51231	INTERNAL SALARIES		0	0
Salaries and Wages Total		828,006	797,102	865,522
Transfers to/from Internal Accounts				
59001	SHOP RATE CHARGES	250	0	0
59997	TRANSFER FR RESERVES		0	0
Transfers to/from Internal Accounts Total		250	0	0
Utilities				
53025	HEAT	65,500	54,000	77,250
53046	POWER	111,250	128,184	112,029
53130	TELEPHONE REGULAR	5,225	6,225	6,225
53150	WATER	30,000	16,500	30,000
Utilities Total		211,975	204,909	225,504
		1,888,773	1,835,787	1,429,446
Net Total		(1,250,473)	(1,204,651)	(1,275,449)

Costing Center Summary

Costing Center: SPORTSPLEX POOL

Previous Costing Center: SPORTSPLEX POOL

Division: RECREATION &

Department: SPORTSPLEX

Stage: Council Review

Budget Year: 2015

Accounting Reference: 0296

Approved: No

Manager: Jeff Elliott 729-2472

Description:

This cost center captures the Sportsplex Pool revenues and expenses for user rentals, public swim and pool programs.

Comments:

The pool is rented by a number of external groups such as School Divisions in the Westman area, the Fire College, and Assiniboine Community College for some of their training. Brandon School Division now gets the facility free of charge as part of the Joint Use Agreement between the Division and the City of Brandon. One of the largest external users of the pool is the Blue Fins Swim Club. They have continued to expand their programs over the years and now also provide learn to swim programs. This has had some impact on participation in the swim programs offered by the City. The Blue Fins also hosts two provincial swim meets annually, one in the spring and one in the fall. The opening of the new YMCA and loss of our pool inflatable have resulted in lower public swim attendance. The Canadian Red Cross and Lifesaving programs are our largest revenue programs offered in the swimming pool while our largest expenses are salaries and chemicals.

Outlook:

Maximization of the use of the pool facility will be achieved through aggressive programming. In 2015 the focus is on the redevelopment of the pool mechanical systems and related infrastructure to meet Manitoba Health code requirements. The goal is to renovate the entire space to ensure this aquatic service can be provided to the community for many years to come.

Costing Center Summary

Costing Center: SPORTSPLEX POOL

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Income from Enterprises			
49388 ORGANIZATIONS/FOUNDATIONS	0	2,250	2,250
Income from Enterprises Total	0	2,250	2,250
User Fees and Sales of Goods			
42113 PROGRAMS REVENUE	75,000	32,500	70,000
42168 LANE RENTAL	500	100	200
42175 PUBLIC SWIM REVENUE	100,000	28,500	60,000
42176 SWIM PASS REVENUE	19,000	8,000	18,000
42178 FULL POOL RENTAL	42,000	19,000	45,000
42181 HALF POOL RENTAL	27,000	13,500	30,000
42183 QUARTER POOL - RENTAL	4,250	2,250	5,000
42184 LIFEGUARD CHARGES	25,000	14,000	29,000
42185 SWIM LESSONS	170,000	80,000	175,000
42384 WATERSLIDE & 1/2 POOL,EARLY	3,800	1,900	4,000
User Fees and Sales of Goods Total	466,550	199,750	436,200
	466,550	202,000	438,450
Expenditures			
Benefits			
51100 UNIFORMS		0	0
51146 CLOTHING ALLOWANCE	970	500	1,000
Benefits Total	970	500	1,000
Contract Services			
52387 BANK PROCESSING FEES	10,000	7,500	12,000
Contract Services Total	10,000	7,500	12,000
Equipment Purchases			
54410 EQUIPMENT PURCHASES	7,500	1,000	7,500
Equipment Purchases Total	7,500	1,000	7,500
Materials and Supplies			
54107 CHEMICALS	20,000	10,000	16,500
54109 CHLORINE	3,500	2,250	4,500
54201 BADGES	3,900	2,450	5,000
59293 CYLINDER DEPOSITS		0	0
Materials and Supplies Total	27,400	14,700	26,000
Other			
51141 TRAINING & DEVELOPMENT COSTS	1,550	1,250	2,500
54124 PROGRAM EXPENSES	16,000	8,000	17,000
59059 MEMBERSHIP	0	444	444
59139 CONFERENCE COSTS	2,200	2,200	2,200
Other Total	19,750	11,894	22,144
Salaries and Wages			
51083 REGULAR SALARIES	257,125	169,763	296,950
51084 OVERTIME SALARIES	2,000	1,000	2,000
51090 SHIFT DIFFERENTIAL	4,850	1,925	3,850
Salaries and Wages Total	263,975	172,688	302,800
	329,595	208,282	371,444

Costing Center Summary

Costing Center: SPORTSPLEX POOL

Net Total	136,955	(6,282)	67,006
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Costing Center Summary

Costing Center: SNOW REMOVAL & SANDING

Previous Costing Center: SNOW REMOVAL &
Division: TRANSPORTATION
Department: STREETS
Stage: Council Review

Budget Year: 2015
Accounting Reference: 1055
Approved: No
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.

Comments:

It is anticipated the cost of road salt will be considerably higher and has been increased to reflect that. There has been funds allocated to external equipment to hire outside parties for snow removal after significant snow falls.

Outlook:

The snow removal procedure is revised on an annual basis 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

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52081 EXTERNAL EQUIPMENT RENTAL	150,000	150,000	150,000
Contract Services Total	150,000	150,000	150,000
Materials and Supplies			
54062 LIABILITY CLAIMS	0	2,000	2,000
54099 PARTS AND MATERIALS	20,000	25,000	25,000
54104 DIESEL (VEHICLE)	46,754	70,000	70,000
54396 SALT	46,000	40,000	40,000
54693 FLOOD PARTS & MATERIALS		0	0
Materials and Supplies Total	112,754	137,000	137,000
Other			
59080 INTERNAL EQUIPMENT RENTAL	195,000	201,150	201,150
59993 EQUIPMENT CAPITAL CONTRIBUTION	328,881	420,000	420,000
Other Total	523,881	621,150	621,150
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
51697 FLOOD REGULAR SALARIES	0	0	0
51698 FLOOD OVERTIME	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	500	10,000	10,000
Transfers to/from Internal Accounts Total	500	10,000	10,000
	787,135	918,150	918,150
Net Total	(787,135)	(918,150)	(918,150)

Costing Center Summary

Costing Center: STREET & WALKWAY MAINTENANCE

Previous Costing Center: STREET & WALKWAY

Division: TRANSPORTATION

Department: STREETS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1052

Approved: No

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 as well as walkways. Pothole Repair, Street Repairs, Gravel Roads and Lanes, Dust Control, Paved Lane repair and Crackfill are all a part of this account.

Comments:

Working with Engineering it is estimated that one back lane block per year can be restored.

Outlook:

Costing Center Summary

Costing Center: STREET & WALKWAY MAINTENANCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Contract Services			
52015 CONTRACTS	20,000	20,000	20,000
52081 EXTERNAL EQUIPMENT RENTAL		0	0
Contract Services Total	20,000	20,000	20,000
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	0	0
Equipment Purchases Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	80,000	80,000	80,000
54103 GASOLINE #2 (VEHICLE)	1,230	1,050	1,300
54104 DIESEL (VEHICLE)	23,335	54,550	90,000
54395 CALCIUM CHLORIDE	31,400	30,000	30,000
Materials and Supplies Total	135,965	165,600	201,300
Other			
51141 TRAINING & DEVELOPMENT COSTS		0	0
59014 WORK ORDERS		0	0
59080 INTERNAL EQUIPMENT RENTAL	108,500	111,145	111,145
59993 EQUIPMENT CAPITAL CONTRIBUTION	167,331	203,816	203,816
Other Total	275,831	314,961	314,961
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	1,000	500	500
Transfers to/from Internal Accounts Total	1,000	500	500
Utilities			
53150 WATER	4,120	500	500
Utilities Total	4,120	500	500
	436,916	501,561	537,261
Net Total	(436,916)	(501,561)	(537,261)

Costing Center Summary

Costing Center: STREET SWEEPING

Previous Costing Center: STREET SWEEPING
Division: TRANSPORTATION
Department: STREETS
Stage: Council Review

Budget Year: 2015
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.

Comments:

The fleet of equipment includes a 4 wheel sweeper which allows us to provide services to other communities, during off peak times, without the need to transport the equipment.

Outlook:

As each new development is built within the City the sweeping program must keep up with the needs of the communities we serve.

Costing Center Summary

Costing Center: STREET SWEEPING

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
Other Income			
42999 REVENUE	0	0	0
Other Income Total	0	0	0
User Fees and Sales of Goods			
42508 SWEEPING SERVICES	10,000	15,000	15,000
User Fees and Sales of Goods Total	10,000	15,000	15,000
	10,000	15,000	15,000
Expenditures			
Contract Services			
52081 EXTERNAL EQUIPMENT RENTAL	0	0	0
Contract Services Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	16,674	20,000	20,000
54103 GASOLINE #2 (VEHICLE)	1,000	1,900	2,000
54104 DIESEL (VEHICLE)	10,319	8,500	10,000
Materials and Supplies Total	27,993	30,400	32,000
Other			
59014 WORK ORDERS		0	0
59080 INTERNAL EQUIPMENT RENTAL	100,000	75,400	75,400
59248 DISPOSAL SITE CHARGE		0	0
59993 EQUIPMENT CAPITAL CONTRIBUTION	38,636	129,969	129,969
Other Total	138,636	205,369	205,369
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
Transfers to/from Internal Accounts			
59001 SHOP RATE CHARGES	10,000	10,000	10,000
Transfers to/from Internal Accounts Total	10,000	10,000	10,000
Utilities			
53150 WATER	2,000	2,000	2,000
Utilities Total	2,000	2,000	2,000
	178,629	247,769	249,369
Net Total	(168,629)	(232,769)	(234,369)

Costing Center Summary

Costing Center: STREETS SUPERVISION

Previous Costing Center: STREETS SUPERVISION

Division: TRANSPORTATION

Department: STREETS

Stage: Council Review

Budget Year: 2015

Accounting Reference: 1051

Approved: No

Manager: Ian Broome 729-2292

Description:

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

Comments:

Outlook:

In the next 3-5 years over 20% of our permanent staff will be eligible 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

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Benefits			
51122 BOOT ALLOWANCE	1,500	2,000	2,000
51123 PROTECTIVE CLOTHING	2,500	2,500	2,500
51285 MEDICALS	240	240	240
Benefits Total	4,240	4,740	4,740
Contract Services			
52015 CONTRACTS	1,500	1,500	1,500
Contract Services Total	1,500	1,500	1,500
Equipment Purchases			
54410 EQUIPMENT PURCHASES	0	0	0
Equipment Purchases Total	0	0	0
Materials and Supplies			
54099 PARTS AND MATERIALS	3,800	3,800	3,800
54103 GASOLINE #2 (VEHICLE)	6,000	6,000	8,000
Materials and Supplies Total	9,800	9,800	11,800
Other			
51141 TRAINING & DEVELOPMENT COSTS	500	500	500
59003 ADVERTISING	500	0	0
59080 INTERNAL EQUIPMENT RENTAL	3,000	3,800	3,800
59139 CONFERENCE COSTS	1,000	1,000	1,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	6,000	6,000	6,000
Other Total	11,000	11,300	11,300
Salaries and Wages			
51083 REGULAR SALARIES	1,027,766	1,051,323	1,089,859
51084 OVERTIME SALARIES	13,080	32,000	32,000
51090 SHIFT DIFFERENTIAL	260	5,000	5,000
Salaries and Wages Total	1,041,106	1,088,323	1,126,859
Utilities			
53130 TELEPHONE REGULAR	1,920	3,215	3,215
53295 RADIO COSTS	11,000	12,330	12,330
Utilities Total	12,920	15,545	15,545
	1,080,566	1,131,208	1,171,744
Net Total	(1,080,566)	(1,131,208)	(1,171,744)

Costing Center Summary

Costing Center: WALKWAY MAINTENANCE

Previous Costing Center: WALKWAY
Division: TRANSPORTATION
Department: STREETS
Stage: Council Review

Budget Year: 2015
Accounting Reference: 1053
Approved: No
Manager: Ian Broome 729-2292

Description:

This cost center has been consolidated with the Street Maintenance cost center.

Comments:

Outlook:

Costing Center Summary

Costing Center: WALKWAY MAINTENANCE

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Expenditures			
Materials and Supplies			
54099 PARTS AND MATERIALS	2,000	0	0
Materials and Supplies Total	2,000	0	0
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
Salaries and Wages Total	0	0	0
	2,000	0	0
Net Total	(2,000)	0	0

Costing Center Summary

Costing Center: HANDI-TRANSIT OPERATIONS

Previous Costing Center: HANDI-TRANSIT
Division: TRANSPORTATION
Department: TRANSIT / HANDI-
Stage: Council Review

Budget Year: 2015
Accounting Reference: 3212
Approved: No
Manager: Tim Sanderson 729-2130

Description:

This cost center captures all revenues and expenses associated with Handi-Transit operations.

Comments:

Handi-Transit serves and builds community by providing door to door transit service to persons whose disability does not allow them make use of the fixed route transit system and are located in the City of Brandon. This essential service vastly improves the quality of life of those with mobility challenges as it is the only way for them to access employment, healthcare, shopping and leisure activities.

Outlook:

The budget for this Cost Centre is projected to increase as a direct result of the increase cost of diesel fuel. As with fixed route transit, steps are currently underway to mitigate this increased through fuel conservation strategies.

Costing Center Summary

Costing Center: HANDI-TRANSIT OPERATIONS

	2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues			
User Fees and Sales of Goods			
42331 TICKETS	83,000	83,000	85,000
User Fees and Sales of Goods Total	83,000	83,000	85,000
	83,000	83,000	85,000
Expenditures			
Contract Services			
52015 CONTRACTS	6,600	6,600	6,900
52069 PRINTING COSTS	500	400	450
Contract Services Total	7,100	7,000	7,350
Materials and Supplies			
54099 PARTS AND MATERIALS	1,800	1,000	1,000
54104 DIESEL (VEHICLE)	40,300	43,500	52,000
Materials and Supplies Total	42,100	44,500	53,000
Other			
59080 INTERNAL EQUIPMENT RENTAL	110,000	100,000	100,000
Other Total	110,000	100,000	100,000
Salaries and Wages			
51083 REGULAR SALARIES	0	0	0
51084 OVERTIME SALARIES	0	0	0
51090 SHIFT DIFFERENTIAL	0	0	0
51121 TRANSIT REPORTING PAY	17,100	0	0
51291 REST BREAK RENUMERATION	4,800	0	0
Salaries and Wages Total	21,900	0	0
Transfers to/from Internal Accounts			
59334 INTERNAL CHARGES	15,000	14,500	14,500
Transfers to/from Internal Accounts Total	15,000	14,500	14,500
	196,100	166,000	174,850
Net Total	(113,100)	(83,000)	(89,850)

Costing Center Summary

Costing Center: TRANSIT OPERATIONS

Previous Costing Center: TRANSIT OPERATIONS

Division: TRANSPORTATION

Department: TRANSIT / HANDI-

Stage: Council Review

Budget Year: 2015

Accounting Reference: 3202

Approved: No

Manager: Tim Sanderson 729-2130

Description:

This cost center captures all revenues and expenses associated with Fixed Route Transit Service. Under the leadership of the Director of Transportation Services, Transit Operations provides the Citizens of Brandon with fixed route and charter transit services. Routes are offered to most areas of the City, including major destinations, 7 days per week, with reduced service on Sundays and Statutory Holidays. A downtown terminal, which includes a staffed information booth is located on Rosser Ave, between 7th and 9th.

Comments:

Brandon Transit serves and builds community by providing an inexpensive, safe and reliable transportation option to both citizens and visitors to Brandon. Not only does Brandon Transit provide an alternative to a personal vehicle for some, it also provides a link to work, shopping, medical appointments and leisure activities for those who either choose not to drive, do not have use of a vehicle or cannot drive for a variety of reasons. As such dual markets are served - the business community receives benefit by providing employees and consumers access and individuals benefit by receiving the benefits of this access as well.

Outlook:

For 2015, the budgetary increase is concentrated in three primary areas Vehicle Maintenance, Diesel Fuel and Salaries. This increase is tempered by the Provincial Subsidy which covers 50% of the Brandon Transit operating deficit.

Vehicle Maintenance costs are increased primarily as a result of an aging fleet which requires complex and involved maintenance in order to remain operable. In an attempt to control these costs, Brandon Transit will be issuing a tender for four new buses to replace four buses that have exceeded their optimum economic lifecycle.

Although many areas are impacted by the steadily increasing cost of diesel fuel, it is especially noticeable in Transit as it is the largest user of this fuel type. Although, changing the fixed cost of diesel fuel is not a possible, Brandon Transit has taken a number of steps to reduce fuel consumption, which in turn reduces the impact of rising costs. These steps include enforcement of anti-idling policies as well as Operator education in fuel saving driving habits and on-going monitoring.

The increase in salary is calculated based upon the Collective Agreement with the Amalgamated Transit Union. No new positions have been added.

Costing Center Summary

Costing Center: TRANSIT OPERATIONS

		2014 Approved Budget	2015 Proposed Budget	2016 Forecast
Revenues				
Conditional Government Transfers				
43644	PROVINCIAL OPERATING GRANT	1,711,904	1,917,682	2,019,411
Conditional Government Transfers Total		1,711,904	1,917,682	2,019,411
User Fees and Sales of Goods				
42331	TICKETS		0	0
42332	BUS MEDIA SALES	644,680	615,000	625,000
42335	BUS PASS AGREEMENTS	175,000	75,000	79,000
42404	BUS CHARTER REVENUES	45,500	45,500	46,000
42405	BUS ADVERTISING	37,500	38,500	40,000
42406	BUS SHELTER ADVERTISING	14,000	14,000	15,000
42407	BUS BENCH ADVERTISING	61,200	63,000	65,000
42467	ROUTE REVENUE	350,000	390,000	400,000
42491	SCHOOL PATROL PASSES	10,000	10,000	10,000
User Fees and Sales of Goods Total		1,337,880	1,251,000	1,280,000
		3,049,784	3,168,682	3,299,411
Expenditures				
Benefits				
51100	UNIFORMS	27,700	34,000	35,000
51122	BOOT ALLOWANCE	270	440	475
51210	LICENSES	900	800	900
51259	SAFETY AWARDS	250	0	0
51285	MEDICALS	1,000	1,120	1,200
Benefits Total		30,120	36,360	37,575
Contract Services				
52015	CONTRACTS	23,000	55,029	58,200
52028	FIRE INSURANCE	153	157	162
52029	LIABILITY INSURANCE	2,918	3,005	3,095
52069	PRINTING COSTS	40,000	32,600	33,900
52089	COMMISSION	960	1,680	1,800
52458	PROFESSIONAL FEES-TRANSIT	6,000	2,500	3,000
Contract Services Total		73,031	94,971	100,157
Equipment Purchases				
54410	EQUIPMENT PURCHASES	21,000	21,000	3,800
Equipment Purchases Total		21,000	21,000	3,800
Materials and Supplies				
54099	PARTS AND MATERIALS	29,800	29,800	31,100
54103	GASOLINE #2 (VEHICLE)	2,650	3,400	3,500
54104	DIESEL (VEHICLE)	682,500	715,171	875,000
54257	WORK ORDER PARTS & MATERIALS		0	0
54323	INSURANCE DEDUCTIBLE		0	0
Materials and Supplies Total		714,950	748,371	909,600

Costing Center Summary

Costing Center: TRANSIT OPERATIONS

Other				
51141	TRAINING & DEVELOPMENT COSTS	9,500	9,500	10,000
59003	ADVERTISING	20,000	20,000	21,500
59048	LUNCHEONS		0	0
59059	MEMBERSHIP	5,500	5,500	5,800
59080	INTERNAL EQUIPMENT RENTAL	645,700	1,014,700	1,014,700
59138	BUSINESS TRAVEL - MILEAGE	200	200	200
59207	CASH OVER/SHORT		0	0
59608	LABOUR RELATIONS-TRANSIT	15,000	5,000	5,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	5,000	14,000	14,000
Other Total		700,900	1,068,900	1,071,200
Salaries and Wages				
51083	REGULAR SALARIES	2,931,478	2,844,470	2,909,782
51084	OVERTIME SALARIES	35,500	35,500	37,000
51090	SHIFT DIFFERENTIAL	13,590	13,180	13,600
51121	TRANSIT REPORTING PAY	44,500	59,500	63,000
51231	INTERNAL SALARIES		0	0
51291	REST BREAK RENUMERATION	45,750	51,360	53,000
Salaries and Wages Total		3,070,818	3,004,010	3,076,382
Utilities				
53046	POWER	5,650	4,550	4,775
53130	TELEPHONE REGULAR	5,800	6,460	6,715
53295	RADIO COSTS	18,000	9,800	9,800
Utilities Total		29,450	20,810	21,290
		4,640,269	4,994,422	5,220,004
Net Total		(1,590,485)	(1,825,740)	(1,920,593)