



2019-2023
OPERATIONS
Budget Review

March 11, 2019

Presented by:
Vaughn Figueira, Director of Engineering and Operations



OPERATIONS

2019 Budget Presentation Overview

- Comprising of four separate budgets to include:
- Public works, Facilities, Parks and Fleet.
- Operating Revenues w/ comparison to 2018.
- Operating budget chart.
- Administration portion of operating budget chart.
- Operating Expenses w/ comparison to 2018.
- Projects carried forward from 2018.
- Minor Capital 2019-2023
- New Spending Packages 2019-2023.
- Other Considerations
- Comments and questions

The background image shows a large, light-colored industrial or municipal building with a flat roof. In the foreground, there is a grassy area with several large, mature trees. A black pickup truck is parked in a lot in front of the building. A sign for the City of Parkville Operations Department is visible on the left. On the right side of the image, there are four blue rounded rectangular buttons stacked vertically, each containing white text.

Public
Works

Facilities

Parks

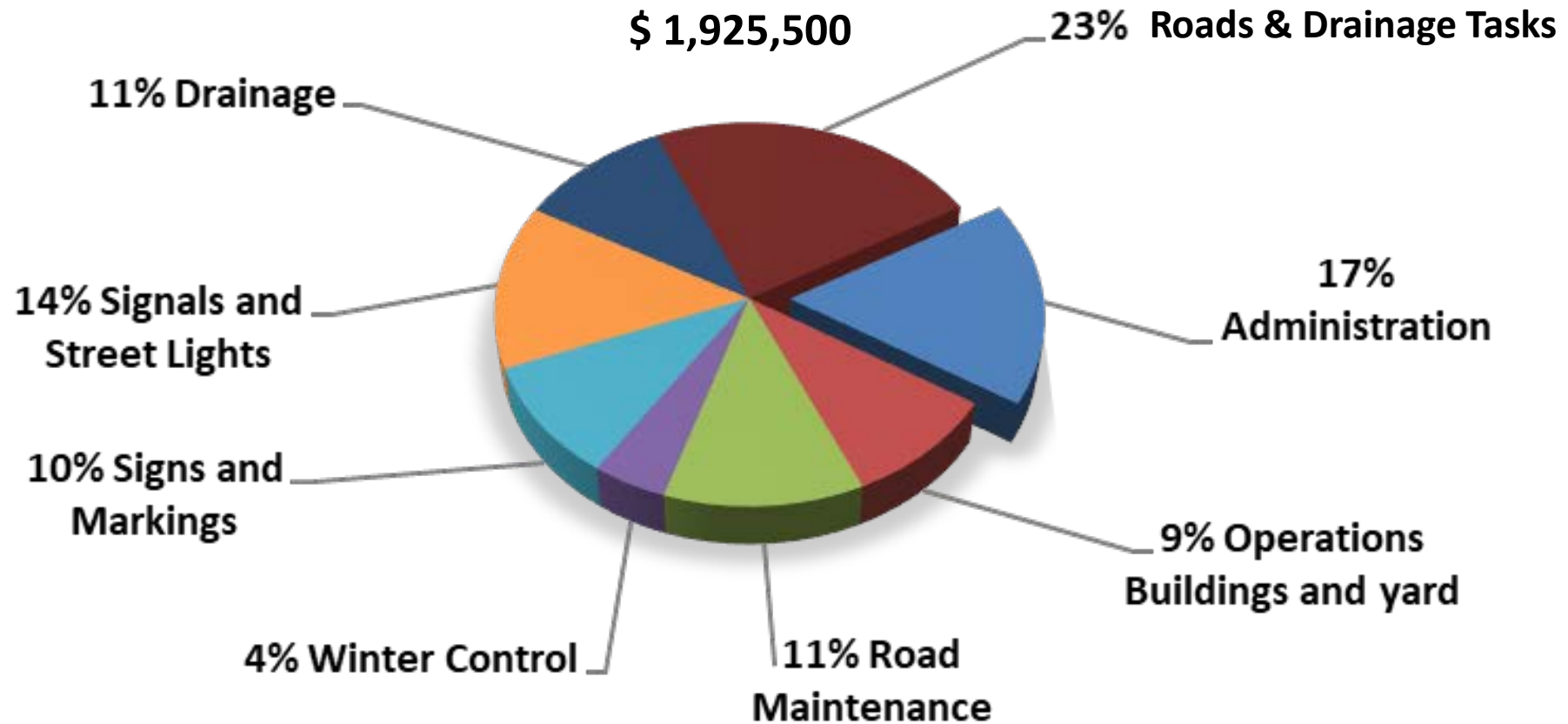
Fleet



Public Works Operational Budget - Revenues

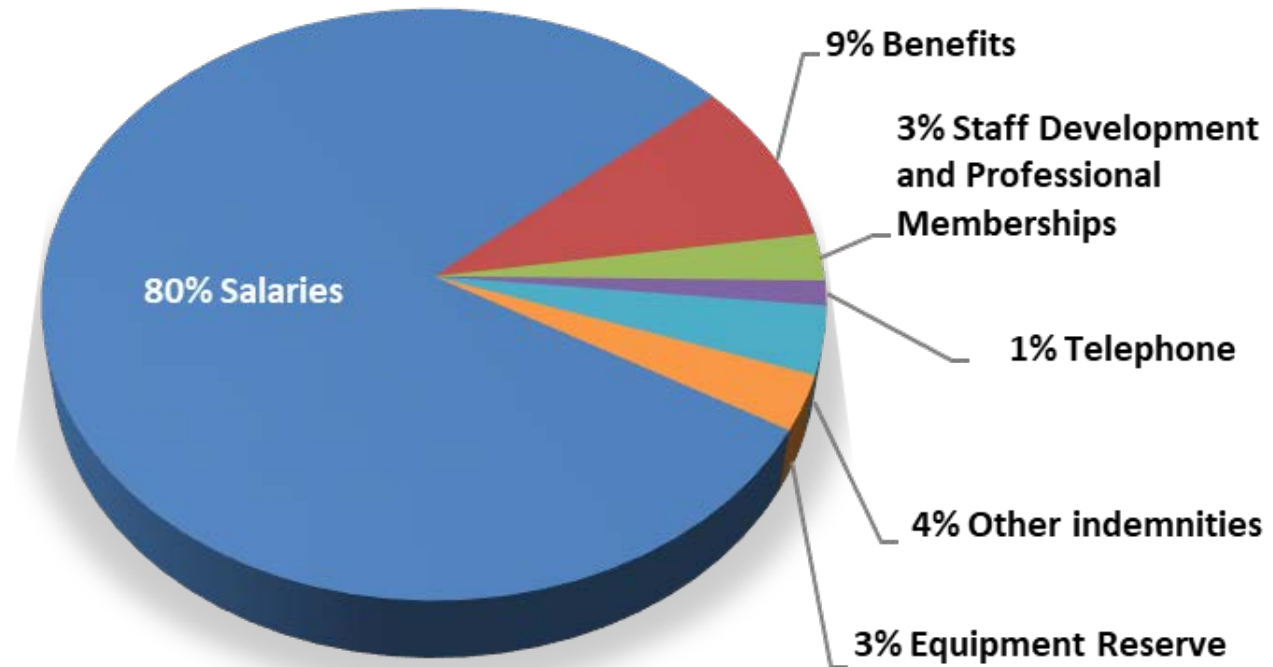
Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
<u>Revenues</u>				
Public Works				
2800 - PW Building Recoveries	\$ 113,000	\$ 127,700	\$ 115,000	\$ 2,000
2900 -PW First Aid/Safety Recoveries	14,900	34,500	46,300	31,400
3200 - Street Light Maintenance	22,000	-	-	22,000
3213 - Minor Capital	-	-	79,700	79,700
3230 - Storm Drain Connection	1,000	-	-	1,000
Total Public Works Revenues	150,900	162,200	241,000	90,100

PUBLIC WORKS OPERATIONS EXPENSES



Administration portion of Public Works

\$ 330,400



Public Works Operational Budget - Expenses

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
<u>Expenditures</u>				
Public Works				
2900 -PW Admin & Supervisory	\$ 294,100	\$ 370,443	\$ 330,400	\$ 36,300
2901 - Training	31,900	33,727	34,600	2,700
2905 - Staff meeting	6,400	4,279	6,400	-
2906 - First Aid	15,100	16,195	16,100	1,000
2909 - Pager pay	34,500	29,567	34,500	800
2910 -Safety Program	33,000	57,753	42,000	9,000
2911 - Small tools	3,300	2,877	3,300	-
2925 - PW Building Operation & Ma	166,600	182,437	181,100	14,500
2928 - Vandalism & theft	3,000	1,142	3,000	-
3105 - Non Park Municipal Land	-	629	-	-
3130 - Road Maintenance	104,500	78,552	104,500	-
3131 - Grade Gravel roads	6,200	13,344	6,200	-
3132 - Dust control	3,500	14,534	13,200	9,700

Public Works Operational Budget - Expenses

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
<u>Expenditures Cont.</u>				
3140 - Shoulders	31,700	20,160	26,000	(5,700)
3141 - Machine Brushing	65,000	42,216	56,000	(9,000)
3142 - Weed Control	18,500	39,974	24,500	6,000
3150 - Street Sweeping	71,000	68,764	73,000	2,000
3151 - Litter Pickup	68,000	90,143	90,000	22,000
3152 - Fall Leaf pickup	28,000	26,180	32,000	4,000
3160 - Sand Salt Supplies	20,000	16,570	20,200	200
3161 - Plowing/sanding & Salt	62,800	43,166	64,800	2,000
3170 - Road marking	112,500	99,806	112,500	-
3180 - Sidewalk Maintenance	82,500	16,979	80,500	(2,000)
3191 - Vandalism	10,000	5,049	10,000	-
3192 - Sign maintenance	68,500	69,459	75,000	6,500
3193 - No Post Guardrails/ deline	5,000	1,141	4,000	(1,000)
3200 - Street Light Maintenance	249,600	222,701	233,600	(16,000)

Public Works Operational Budget - Expenses

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
<u>Expenditures Cont.</u>				
3201 - Traffic signal Maintenance	34,900	19,927	32,900	(2,000)
3205 -Electric Vehicle Charging Stations	1,500	-	1,500	-
3206 - Bus Shelter Maintenance	10,000	-	10,000	-
3220 - Ditch Cleaning	34,000	9,620	34,000	-
3221 - Right of Way Interceptors	2,500	477	2,500	-
3222 - Culvert cleaning	15,700	7,089	13,000	(2,700)
3223 - Ditch enclosure	3,100	-	3,100	-
3224 - Surface Drainage Monitoring	11,600	12,563	15,100	3,500
3225 - Stream & Foreshore Mainten	22,000	1,715	19,000	(3,000)
3230 - Storm Drain Connection	8,600	9,210	9,500	900
3231 - Catch Basin Cleaning	33,000	56,644	34,500	1,500
3232 - Storm Drain Cleaning	27,300	22,733	27,000	(300)
3233 - Storm Drainage Repair	30,500	28,360	33,900	3,400
3234 - Catch Basin Installation	10,500	12,260	12,100	1,600

Public Works Operational Budget - Expenses

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
<u>Expenditures Cont.</u>				
Total Regular Operating	1,840,400	1,748,385	1,925,500	85,900
Other Irregular Costs				
3210 - Work adjacent to development	40,000	7,809	40,000	-
3211 - Minor road construction	60,000	-	60,000	-
3212 - Sidewalk Upgrades	40,000	20,612	40,000	-
3213 - Other Minor Capital	84,500	15,588	89,700	5,200
3214 - SS Easments	20,000	-	10,000	(10,000)
Total Minor Capital	244,500	44,009	239,700	- 4,800
3499 - Amortization	2,007,400	-	2,100,000	92,600
Total Other Irregular Costs	2,251,900	44,009	2,339,700	87,800
Total Public Works	4,092,300	1,792,394	4,265,200	173,700
Net Public Works Costs	\$3,941,400	\$1,630,194	\$4,024,200	\$83,600

Public Works Carry Forwards

2018 to 2019 Carry-Forwards

Description	Account Number Diamond	Project Number	Amount	General Operations
General Revenue Fund				
Public Works				
Operating Bus Shelters & benches	1-2-71-3213	507152	35,700.00	35,700.00

Public Five Year Minor Capital

MINOR CAPITAL

	2019	2020	2021	2022	2023
<u>Public Works</u>					
Minor Road Construction	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Sidewalk and Accessibility Improvements	40,000	40,000	40,000	40,000	40,000
Works Adjacent to Development/Construction	40,000	-	-	-	-
Langara Silt Control	-	20,000	-	-	-
LED Light Upgrades	44,000	22,000	-	-	-
Bus Shelters & Benches	35,700	-	-	-	-
Photocopier (every 6 years)	10,000	-	-	-	-
Total Minor capital	229,700	142,000	100,000	100,000	100,000
<u>General Storm Sewer</u>					
Drainage Easements (ROW's)	10,000	-	-	-	-
Total Minor capital	\$239,700	\$ -	\$ -	\$ -	\$ -

Spending packages for Public works

<u>Operating Budget</u>	<u>Amount</u>
• Photocopier	10,000

Other considerations

- New Stock taker position to be able to purchase, receive and control inventory
- New Admin II position to be able to manage the admin workload
- This year Staff will be expending considerable time and resources organizing the works yard previously displaced by Treatment plant construction
- New Fleet shop including facilities and sign shops to be outfitted

FACILITIES

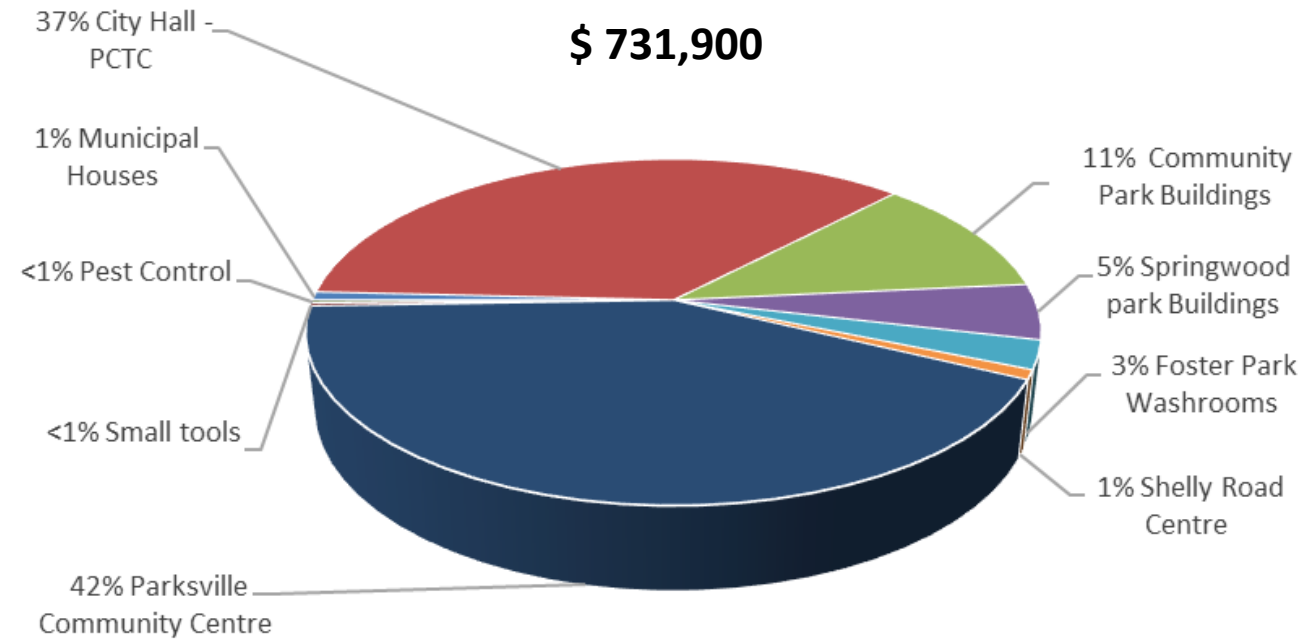


Facilities Operating Budget - Revenues

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
Revenues				
Facilities				
3000 - Municipal House Rentals	\$ 17,800	\$ 17,822	\$ 17,700	(100)
3001 - Other Rentals	-	1,680	-	-
3113 - Community Park Buildings	28,100	28,581	28,500	400
3125 - Minor Capital - Facilities	50,000	23,600	-	(50,000)
3126 - PCTC Minor Capital Cfw d	134,000	37,100	155,400	21,400
Total Facilities Revenues	229,900	108,783	201,600 -	28,300

FACILITY OPERATING EXPENSES

\$ 731,900



Facilities Operating Budget - Expenses

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
Expenses				
Facilities				
3100 - Municipal Houses	6,500	707	5,400	(1,100)
3112 - City Hall - PCTC	210,000	250,348	248,200	38,200
3113 - Community Park Buildings	70,900	66,784	77,200	6,300
3115 - Buildings -Springwood Park	33,700	33,365	35,500	1,800
3116 - Foster park Washrooms	17,800	15,831	18,100	300
3117 - Shelly Road Centre	5,000	5,808	6,000	1,000
3118 - Parksville Community Centre	298,800	275,315	288,200	(10,600)
3128 - Small Tools	2,000	2,056	2,000	-
3129 - Pest control	1,500	2,020	1,800	300
Total Facilities Expenses	646,200	652,234	682,400	36,200
Minor Capital				
3125 - Minor Capital - Facilities	50,000	24,157	18,000	(32,000)
3126 - PCTC Minor Capital	188,900	-	233,100	44,200
Total Expenses	885,100	676,390	933,500	48,400
Net Facilities	\$ 655,200	\$ 567,607	\$ 731,900	\$ 76,700

Facilities Carry Forwards

2018 to 2019 Carry-Forwards

Description	Account Number Diamond	Project Number	Amount	General Operations
General Revenue Fund				
Operating Outer Walls Painting	1-2-71-3125	507114	0.00	0.00
PCTC-All partners				
Operating Minor Capital-Library Flooring	1-2-71-3126	502603	40,000.00	40,000.00
Minor Capital-Common Area Painting	1-2-71-3126	502602	6,900.00	6,900.00
Minor Capital-Door Hardware/Sliding doors	1-2-71-3126	502601	10,000.00	10,000.00
HVAC Computer Controls	1-2-71-3126	502608	27,700.00	27,700.00
Security Upgrade	1-2-71-3126	502609	50,000.00	50,000.00
Replace Exterior Woodwork	1-2-71-3126	502610	4,900.00	4,900.00
Forum Audio Upgrade	1-2-71-3126	502611	15,900.00	15,900.00
PCTC-City Only (Facilities Minor Capital)				

Facilities Minor Capital

	Project	2019	2020	2021	2022	2023
PCTC (Shared) - PCTC Minor Capital						
Emergency generator		\$ -	\$ -	\$ 60,000	\$ -	\$ -
Elevator upgrade.		-	-	-	55,200	-
Interior Painting-Common Area		6,900	-	-	-	-
Replace RTU's (3).		-	-	-	-	207,000
Paint exterior		-	20,700	-	-	-
Replace Flooring/carpets						
Library	502603	40,000	-	-	-	-
Roof replacement		-	-	-	138,100	-
Sliding doors	502601	10,000	-	-	-	-
Replace exterior woodwork	502610	4,900	-	-	-	-
HVAC Computer Controls	502608	27,700	-	-	-	-
Server Room Air Conditioner		27,700	-	-	-	-
Forum Audio Upgrade	502611	15,900	-	-	-	-
Security Upgrade (SP)		50,000	-	-	-	-
PCTC (City Only) - Facilities Minor capital						
Replace Carpets - City	507117	50,000	-	-	-	-
Painting Interior - City		-	-	25,000	-	-
Total PCTC		\$233,100	\$ 20,700	\$ 85,000	\$193,300	\$207,000
New Public Works Shop Building						
New facilities shop tools		\$ 18,000	\$ -	\$ -	\$ -	\$ -

Spending packages for Facilities

<u>Operating Budget</u>	<u>Amount</u>
• Outfitting new Facilities workshop	18,000

Other considerations

- PCCC Operating Grant 2020-2023 - \$265,500?



 *Arboretum*

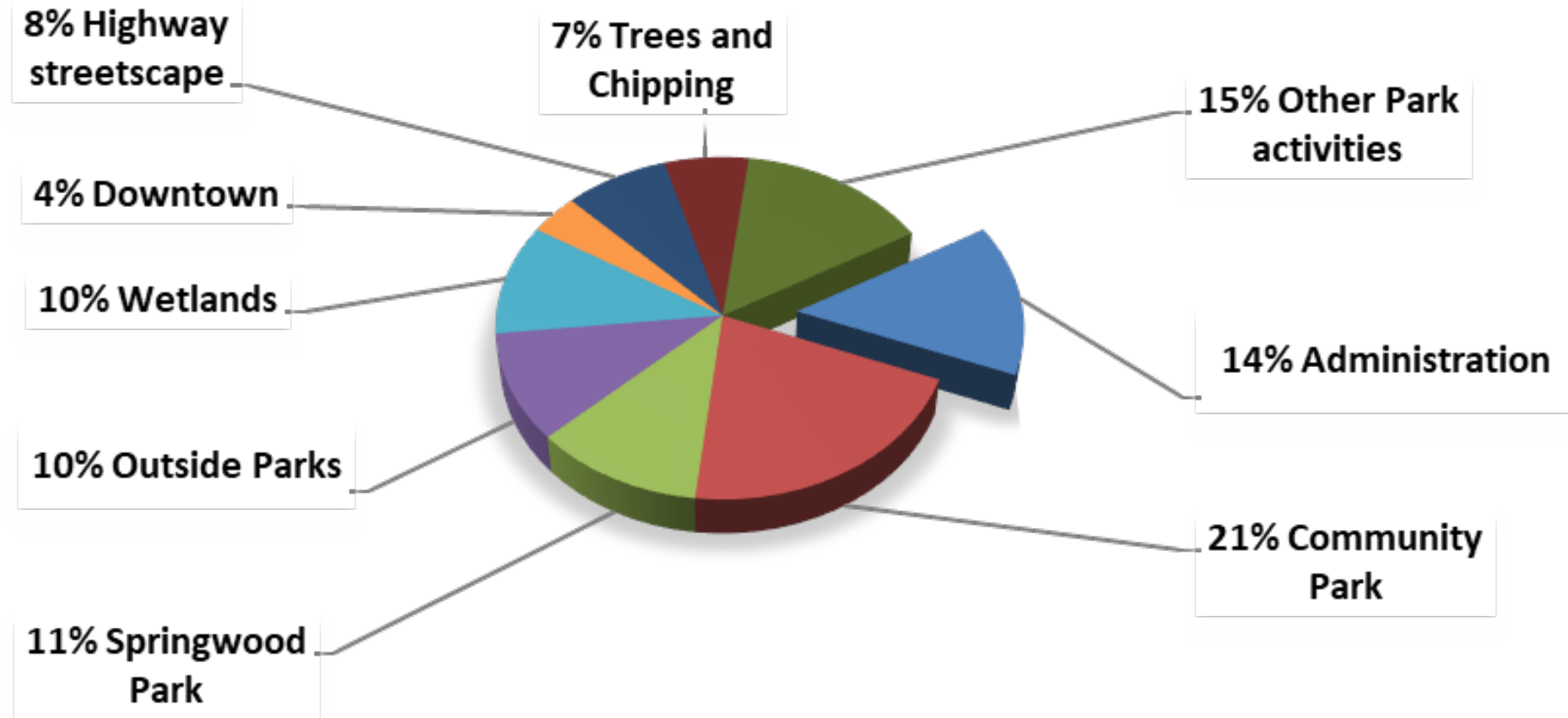
PARKS

Parks Operational Budget - Revenues

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
<u>Revenues</u>				
2600 - Parks Summer Student Feder	\$ -	\$ 33,758	\$ -	\$ -
2601 - District 69 Sports Field S	135,000	148,152	148,000	13,000
2722 - Springw ood Park	3,500	950	3,500	-
2731 - Goose control	-	12,000	-	-
2761 - Tree Planting	-	2,150	-	-
2771 - Park Furniture Maintenance	8,000	7,500	8,000	-
2790 - Minor Capital	118,900	50,500	103,200	(15,700)
Total Parks Revenues	265,400	255,010	262,700	(2,700)

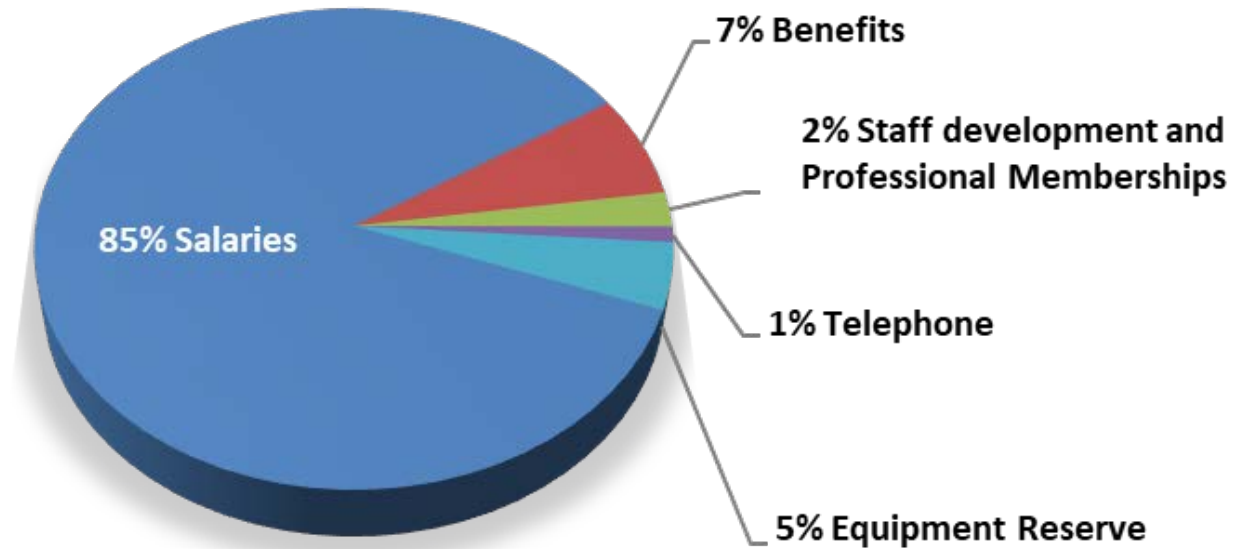
PARKS OPERATIONAL EXPENSES

\$1,802,500



Administration portion of Parks

\$ 257,600



Parks Operational Budget - Expenses

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
<u>Expenditures</u>				
2700 - Parks Admin & Supervisory	\$ 213,500	\$ 182,938	\$ 257,600	\$ 44,100
2701 - Training	29,600	28,941	30,100	500
2702 - Small tools	12,900	14,415	12,000	(900)
2703 - Works Yard Allocation	22,600	25,500	23,000	400
2704 - Playground Inspection	8,900	5,805	6,600	(2,300)
2705 - Staff meeting	10,500	10,329	10,700	200
2720 - Community Park	330,600	341,816	323,700	(6,900)
2721 - Community Park Sports field	67,600	37,517	52,000	(15,600)
2722 - Springwood Park	201,200	186,652	204,100	2,900
2724 - Outside Parks	192,800	205,743	184,100	(8,700)
2726 - PCTC Park	-	250	-	0
2730 - Dog Parks	8,900	5,041	6,800	(2,100)
2731 - Goose control	46,000	51,062	38,000	(8,000)
2732 - Additional Security	1,500	969	1,500	0

Parks Operational Budget - Expenses

2740 - Downtown	70,700	81,529	68,500	(2,200)
2741 - Highway Streetscape	132,900	153,901	143,500	10,600
2742 - Irrigation	17,400	14,417	20,300	2,900
2743 -Drought Management	20,000	225	11,000	(9,000)
2744 - Industrial Well	-	-	3,300	3,300
2750 - Waterfront Walkway	7,100	17,916	11,200	4,100
2751 - Vandalism	4,500	7,719	6,000	1,500
2760 - Tree Services	70,000	84,480	99,200	29,200
2762 - Wood chipper	17,000	14,608	17,000	0
2771 - Park Furniture Maintenance	58,000	47,968	49,000	(9,000)
2780 - Special Events	34,600	38,721	35,100	500
Total Regular Operating	615,400	464,695	652,300	36,900
Other Parks Costs				
2790 - Minor Capital	251,400	95,249	247,700	(3,700)
2799 - Amortization	201,600	-	201,600	-

Parks Operational Budget - Expenses

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
Other Parks Costs				
2790 - Minor Capital	251,400	95,249	247,700	(3,700)
2799 - Amortization	201,600	-	201,600	-
Total Parks Costs	2,215,000	1,656,923	2,251,800	36,800
Net Total Parks Costs	\$1,949,600	\$1,401,913	\$1,989,100	\$39,500

Parks Carry Forward

2018 to 2019 Carry-Forwards

Description	Account Number Diamond	Project Number	Amount	General Operations
General Revenue Fund				
Parks				
Operating Parks and Trails Master Plan	1-2-70-2790	507016	46,200.00	46,200.00
Community Park Cistern/Drainage Study	1-2-70-2790	507017	30,000.00	30,000.00
Re-Key parks buildings	1-2-70-2790	507019	5,000.00	5,000.00
Springwood Park-Stairs for Scorekeeper b	1-2-70-2790	507023	7,000.00	7,000.00
CP Tennis Court Fencing	1-2-70-2790	507014	15,000.00	15,000.00

Parks Minor Capital

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
<u>PARKS & RECREATION</u>					
Replace Playground Equipment	\$ 29,500	\$29,500	\$29,500	\$29,500	\$29,500
Springwood Pk buildings, minor maintenance	-	-	10,000	-	-
Noxious Weed Program	10,000	10,000	10,000	10,000	10,000
Community Park Master Plan Review	-	-	-	-	50,000
Community Park Cistern/Drainage Study	120,000	-	-	-	-
Parks & Trails Master Plan	46,200	-	-	-	-
Re-Key Parks Buildings	5,000	-	-	-	-
Springwood park - Stairs for Scorekeepers Box	7,000	-	-	-	-
Community Park Tennis Courts - Fencing	15,000	-	-	-	-
Urban Forest Master Plan (Tree Inventory)	15,000	-	-	-	-
TOTAL PARKS & RECREATION	\$ 247,700	\$39,500	\$49,500	\$39,500	\$89,500

Spending packages for Parks

<u>Operating Budget</u>		<u>Amount</u>
• Noxious Weed program	5yr 2019-2023@10,000 each	50,000
• Tree Inventory		15,000
• Winter light up		6,500
• Tree bates (City grant)	6yr 2019-2024 @5,000 each	30,000

Other considerations

	Amount
• Wayfinding signage and grant	30,720
• Tree bate grant to homeowners for new tree purchase	5,000



FLEET

Fleet Operating Budget

Activity	2018 Budget	2018 Actuals	2019 Budget	Variances
Expenditures				
Fleet				
2920 - Fleet Operating Supplies	\$ 23,500	\$ 10,719	\$ 16,300	(7,200)
2921 - Fleet Small tools	9,200	8,596	10,500	1,300
2922 - Small Equipment Repair	22,700	17,216	22,700	-
2923 - Fleet Administration	8,800	25,660	18,200	9,400
2924 - Fleet- New Vehicle prep	10,300	3,149	11,000	700
2927 - Vehicle cleaning	3,800	2,935	4,100	300
2929 - Fleet Building	-	4,646	34,000	34,000
3162 - Winter Equipment Prep	20,400	21,789	23,500	3,100
Total Fleet Operating	98,700	94,711	140,300	41,600
 2930 - Fleet Minor Capital	 20,000	 14,405	 -	 (20,000)
 Total Fleet	 \$ 118,700	 \$ 109,116	 \$ 140,300	 \$ 21,600

Other considerations

- Nil

