



AUDIT, FINANCE & ADMINISTRATION COMMITTEE

REPORT 16-011

9:30 am

Wednesday, July 6, 2016

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors A. Johnson (Chair), D. Skelly (Vice Chair),
M. Pearson, C. Collins, L. Ferguson and A. VanderBeek

Absent with Regrets: Councillor B. Johnson (City Business)

THE AUDIT, FINANCE AND ADMINISTRATION COMMITTEE PRESENTS REPORT 16-011 AND RESPECTFULLY RECOMMENDS:

1. Tax and Rate Operating Budget Variance Report as of April 30, 2016 – Budget Control Policy Transfers (FCS16058) (City Wide) (Item 5.1)

That, in accordance with the Budgeted Complement Control Policy”, the 2016 complement transfers, transferring complement from one department / division to another with no impact on the levy, as outlined in Appendix “C” to Report 16-011, be approved.

2. Commercial Relationship Between the City of Hamilton and Ottavio Cicarelli & Son Contracting Limited, Corporate Construction Inc. and Related Entities (LS16018/FCS16058) (City Wide) (Referred from AF&A, June 20, 2016) (Item 12.2)

(a) That subject to subsection (d), to protect the best interests of the City of Hamilton due to the impairment of the commercial relationship between the City of Hamilton (“City”) and Ottavio Cicarelli & Son Contracting Ltd. (“Cicarelli”) and Corporate Construction Inc. (“Corporate Construction”), staff be directed to reject any current and future bids, proposals or quotations received from Cicarelli or Corporate Construction, or any of its related corporate or individual entities, until and including July 8, 2021;

(b) That subject to subsection (d), the City of Hamilton not enter into any contract with Cicarelli, Corporate Construction, or any of its related corporate or individual entities, until and including July 8, 2021.

- (c) That subject to subsection (d), staff be directed to object to Ciccarelli, Corporate Construction, or any of its related corporate or individual entities acting as a subcontractor on any City project, until and including July 8, 2021.
- (d) That the only exception to subsections (a), (b) and (c) be that Ciccarelli Contractors Inc. is permitted to:
 - (i) submit bids, proposals or quotations as a general contractor to the City of Hamilton for City projects of an estimated value of not more than \$250,000 plus applicable taxes until and including July 8, 2021; and
 - (ii) be a subcontractor on any City project until and including July 8, 2021;provided that the City project or the subcontractor`s work is only for soft and hard landscaping work (as determined by the Procurement Manager in their sole discretion) and that Ciccarelli Contractors Inc. be limited to performing as a general contractor on no more than 3 City projects in each 12 month period with a maximum aggregate value not to exceed \$500,000 per 12 month period based on the Base Bid Price.
- (e) That the General Manager of Finance and Corporate Services be directed to report back to the appropriate Standing Committee prior to July 8, 2021 if there are any issues of concern related to any of the City projects or subcontractor`s work performed by Ciccarelli Contractors Inc. pursuant to subsection (d) or if there are any new issues of concern related to Ciccarelli and Corporate Construction, or any of its related corporate or individual entities; and
- (f) That the contents of Report LS16018/FCS16059 remain confidential.

FOR THE INFORMATION OF COUNCIL:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised there were no changes to the Agenda.

The Agenda for the July 6, 2016 meeting of the Audit, Finance & Administration Committee was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 2)

There were none declared.

(c) APPROVAL OF MINUTES (Item 3)

(i) June 20, 2016 (Item 3.1)

The Minutes of the June 20, 2016 Audit, Finance and Administration Committee meeting were approved, as presented.

(d) DELEGATION REQUESTS (Item 4)

(i) Nicholas Southall, Seeking Clarification Respecting Maternity Leave Allowances Amongst Different City departments (Item 4.1)

The delegation request submitted by Nicholas Southall, seeking clarification respecting Maternity Leave Allowances Amongst Different City Departments, was approved to appear before the Audit, Finance and Administration Committee at a future meeting, following a discussion with staff.

(e) PRIVATE AND CONFIDENTIAL (Item 12)

(i) Closed Session Minutes, June 20, 2016 (Item 12.1)

The Audit, Finance & Administration Committee determined that discussion of the Closed Session Minutes of June 20, 2016 was not required, the Minutes were approved in Open Session as shown below:

The Closed Session Minutes, June 20, 2016, were approved as presented.

(ii) Commercial Relationship Between the City of Hamilton and Ottavio Ciccarelli & Son Contracting Limited, Corporate Construction Inc. and Related Entities (LS16018/FCS16058) (City Wide) (Referred from AF&A, June 20, 2016) (Item 12.2)

The Audit, Finance and Administration Committee moved into Closed Session at 9:39 a.m., respecting Item 12.2 – Commercial Relationship Between the City of Hamilton and Ottavio Ciccarelli & Son Contracting Limited, Corporate Construction Inc. and Related Entities, pursuant to Section 8.1, Sub-sections (e) and (f) of the City's Procedural By-law 14-300, and Section 239(2), Sub-sections (e) and (f) of the *Ontario Municipal Act*, 2001, as amended, as the subject matter pertains to litigation or potential litigation, including matters before administrative tribunals, affecting the City; and the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

For disposition of this matter, refer to Item 2.

(f) ADJOURNMENT (Item 13)

There being no further business, the Audit, Finance and Administration Committee was adjourned at 10:08 a.m.

Respectfully submitted,

Councillor A. Johnson
Chair, Audit, Finance & Administration Committee

Judy Sheppard
Legislative Coordinator
Office of the City Clerk

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals vs Approved Budget		Comments/Explanations
				\$	%	
PLANNING & ECONOMIC DEVELOPMENT						
GM, Finance & Support Services	1,696	511	1,696	0	0.0%	
Building	903	(5)	932	(29)	(3.3)%	Lower than budgeted revenues for Zoning Compliance.
Economic Development	6,211	1,254	6,114	97	1.6%	Favourable gapping attributed to employee related costs and vacancies.
Growth Management	1,010	(1,116)	722	288	28.5%	Favourable gapping due to vacancies and higher than budget Lot Grading revenue offset by renovation expenses and forecasted favourable Planning reserve contribution.
Parking & By-law Services	8,145	1,749	8,385	(240)	(3.0)%	Largely attributed to a shortfall in revenues related to Business licensing (-\$170 K) and Animal Tags (-\$90 K).
Planning	3,619	175	3,554	65	1.8%	Favourable gapping due to vacancies and higher than budgeted Official Plan Application Fee revenue partially offset by renovation expense and favourable contribution to Development Fee Stabilization Reserve.
Tourism & Culture	8,320	2,497	8,319	1	0.0%	
TOTAL PLANNING & ECONOMIC DEVELOPMENT	29,904	5,066	29,723	181	0.6%	
PUBLIC HEALTH SERVICES						
Medical Officer of Health	5,925	1,552	5,955	(31)	(0.5)%	Pressures for Facilities costs for various locations and gapping.
Clinical & Preventive Services	5,596	2,009	5,746	(150)	(2.7)%	Pressure from Vaccine Preventable Disease overstaffing to meet program demands offset by gapping in Dental programs.
Family Health	4,235	1,594	4,227	8	0.2%	
Health Protection	7,148	2,246	7,164	(15)	(0.2)%	Negative variance due to unbudgeted Standby and over-time costs, new unbudgeted costs for new larviciding contractor.
Healthy Living	7,208	2,372	7,139	69	1.0%	Favourable gapping and salary differential; Sexual Health Network project review.
Planning & Business Improvement	5,133	1,691	5,133	0	0.0%	

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
Mandatory Public Health Subsidy	(22,860)	(7,517)	(22,860)	0	0.0%	
TOTAL PUBLIC HEALTH SERVICES	12,385	3,948	12,503	(118)	(1.0)%	

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
COMMUNITY & EMERGENCY SERVICES						
Administration - CES	3,077	885	3,032	46	1.5%	Gapping due to timing of vacancies and hires.
Benefit Eligibility	7,243	2,155	7,007	236	3.3%	Favourable variance due to gapping and unbudgeted subsidies available, offset by OW Business Transformation team costs and staffing reserve funding not utilized.
Employment & Income Support	11,727	3,849	11,850	(124)	(1.1)%	Unfavourable variance in client cost pressures due to increase in caseload and cost/case, staffing reserve funding not utilized offset by gapping and maximizing subsidies available.
Childrens & Home Management Services	6,823	(3,411)	6,588	235	3.4%	Favourable variance due to gapping and maximizing subsidies available.
Housing Services	56,038	15,737	56,415	(377)	(0.7)%	Unfavourable variance in property taxes and prior year Rent Geared to Income. Offset by savings in mortgages due to renewals, savings in CHPI related to the Housing Stability Benefit and delay in implementation of the Housing Allowance Program.
Macassa Lodge	7,240	1,961	7,066	174	2.4%	Favourable variances due to unanticipated provincial subsidy increases, preferred accommodation increases, surplus in supplies, and gapping are offset by unbudgeted LTD costs.
Wentworth Lodge	5,074	1,610	5,244	(170)	(3.4)%	Unfavourable variance due to unbudgeted LTD costs, required building maintenance/repairs, and hydro costs offset by unanticipated provincial subsidy increases, preferred accommodation increases, and savings in food costs.
Neighbourhood & Community Initiatives	2,476	824	2,628	(151)	(6.1)%	Unfavourable variance mainly in employee related costs due to unfunded NAS Manager and temp Sr. Project Manager for Syrian newcomer resettlement work.
Recreation	31,894	9,028	32,033	(138)	(0.4)%	Unfavourable variance mainly due to increases in hydro and water & sewer costs offset by savings due to gapping and temporary vacancies.
Hamilton Fire Department	85,446	29,576	85,384	61	0.1%	Favourable variance due to employee gapping partially offset by unbudgeted operating expenses (EpiPen implementation).

**CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)**

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
Hamilton Paramedic Service	20,712	8,259	20,406	307	1.5%	Favourable variance due to unexpected extension of Community Paramedicine funding and lower vehicle fuel costs.
TOTAL COMMUNITY & EMERGENCY SERVICES	237,751	70,471	237,652	98	0.0%	

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
PUBLIC WORKS						
PW-General Administration	216	13	216	0	0.0%	
Corporate Assets & Strategic Planning	20,255	8,317	21,452	(1,196)	(5.9)%	Higher than anticipated operational costs for Tim Hortons Field attributable to part-time staff costs (\$329 K), hydro and heating fuel (\$521 K), general maintenance repairs (\$150 K) and contracted services (\$278 K) such as security, snow removal, waste pickup. Other budget overages are offset by positive gapping.
Engineering Services	7,091	1,130	7,091	0	0.0%	
Environmental Services	34,895	8,047	34,895	0	0.0%	
Operations	102,266	33,146	101,866	400	0.4%	Favourable variance based on \$500K potential winter surplus contingent upon Q4 weather conditions and Waste contractual savings \$100K partially offset by Roads Summer Program Material Usage -\$100K and Driver Safety & Compliance Training - \$100K.
Transit	59,994	24,370	61,633	(1,640)	(2.7)%	Mainly due to forecasted revenue shortfalls in Transit Fare Revenues -\$1.1m coupled with employee related sick / overtime costs -\$582k and Vehicle Parts -\$496 K. Positive gapping and favourable variances \$171 K in fuel, the taxi contract and taxi scrip program helped to offset other unfavourable variances.
LRT Office	0	0	0	0	0.0%	
TOTAL PUBLIC WORKS	224,717	75,022	227,153	(2,436)	(1.1)%	
LEGISLATIVE						
Legislative General	(279)	(46)	(279)	0	0.0%	
Mayors Office	1,076	302	1,076	0	0.0%	
Volunteer Committee	106	14	106	0	0.0%	
Ward Budgets	3,807	1,188	3,807	0	0.0%	
TOTAL LEGISLATIVE	4,709	1,458	4,709	0	0.0%	
CITY MANAGER						
City Managers Office	1,768	473	1,768	0	0.0%	
Audit Services	997	314	980	18	1.8%	Favourable gapping due to temporary vacancies.
City Clerk's Office	2,298	816	2,340	(42)	(1.8)%	Unfavorable gapping due to timing of vacancies and hires.
Human Resources	5,450	1,886	5,670	(220)	(4.0)%	Unfavorable Legal Fees and Mediation/Arbitration costs.

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
Legal Services	3,301	1,309	3,301	0	0.0%	
TOTAL CITY MANAGER	13,814	4,798	14,059	(245)	(1.8)%	

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
CORPORATE SERVICES						
Corporate Services - Administration	322	174	389	(67)	(20.7)%	Unfavorable gapping due to vacancies, retirement, and staff transitions.
Customer Service, Access & Equity	5,210	1,736	5,484	(274)	(5.3)%	Unfavorable gapping as a result of higher than budgeted employee related costs.
Finance, Administration & Revenue Generation	792	405	768	24	3.0%	Favorable gapping due to vacancies.
Financial Planning & Policy	393	724	321	72	18.3%	Favorable gapping due to vacancies, retirement, and staff transitions.
Financial Services	3,594	1,940	3,506	88	2.4%	Favorable gapping due to vacancies, retirement, and staff transitions.
Information Technology	8,737	3,270	8,503	235	2.7%	Favorable gapping due to timing of vacancies and hires.
Taxation	693	265	382	311	44.9%	Unfavorable gapping resulting from transition of retiring employee offset by Tax certificate revenues/Tax transfer fees.
TOTAL CORPORATE SERVICES	19,741	8,514	19,352	388	2.0%	
CORPORATE FINANCIALS						
Corporate Pensions, Benefits & Contingency	14,635	3,225	14,635	0	0.0%	
Corporate Wage Gapping Target	(4,540)	0	(1,632)	(2,908)	(64.1)%	Gapping realized in departments.
Corp Fin Clearing	0	(248)	0	0	0.0%	
Corporate Initiatives	2,399	1,629	2,399	0	0.0%	
Risk Management	0	3,113	64	(64)	(100.0)%	Negative variance is attributable to higher cost estimated for the administration of the insurance program.
TOTAL CORPORATE FINANCIALS	12,493	7,719	15,465	(2,972)	(23.8)%	
HAMILTON ENTERTAINMENT FACILITIES						
Operating	4,170	1,133	4,170	0	0.0%	
TOTAL HAMILTON ENTERTAINMENT FACILITIES	4,170	1,133	4,170	0	0.0%	
TOTAL CITY EXPENDITURES	559,684	178,128	564,788	(5,103)	(0.9)%	

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
CAPITAL FINANCING						
Debt-Planning & Economic Development	711	(61)	711	0	0.0%	
Debt-Community & Emergency Services	3,839	(418)	3,839	0	0.0%	
Debt-Public Health Services	378	86	378	0	0.0%	
Debt-Public Works	43,156	(5,385)	43,156	0	0.0%	
Debt-Corporate Financials	50,016	0	46,916	3,100	6.2%	Due to delay in debt issuance, principal and interest savings.
Infrastructure Renewal Levy	13,429	0	13,429	0	0.0%	
TOTAL CAPITAL FINANCING	111,529	(5,779)	108,429	3,100	2.8%	
BOARDS & AGENCIES						
Police Services						
Operating	152,534	48,479	152,534	0	0.0%	
Capital Financing	716	(311)	716	0	0.0%	
Total Police Services	153,250	48,169	153,250	0	0.0%	
Other Boards & Agencies						
Library	28,816	9,507	28,816	0	0.0%	
Conservation Authorities	5,225	5,016	5,225	0	0.0%	
MPAC	6,251	1,563	6,251	0	0.0%	
Hamilton Beach Rescue Unit	128	59	128	0	0.0%	
Royal Botanical Gardens	605	300	605	0	0.0%	
Farmers Market	108	10	245	(137)	(126.9)%	Unfavourable variance forecasted for Farmer's Market of -\$137 K mainly due to building repairs.
Total Other Boards & Agencies	41,134	16,455	41,271	(137)	(0.3)%	
Capital Financing - Other Boards & Agencies	137	(281)	137	0	0.0%	
City Enrichment Fund	5,798	728	5,798	0	0.0%	
TOTAL BOARDS & AGENCIES	200,318	65,070	200,455	(137)	(0.1)%	

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
TOTAL EXPENDITURES	871,532	237,421	873,673	(2,140)	(0.2)%	

CITY OF HAMILTON
TAX OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016
(\$ 000's)

	2016 Approved Budget	2016 Actuals Apr YTD	Projected Actuals to Dec 31	2016 Projected Actuals .vs Approved Budget		Comments/Explanations
				\$	%	
NON PROGRAM REVENUES						
Payment In Lieu	(15,464)	6	(15,464)	0	0.0%	
Penalties and Interest	(10,500)	(3,335)	(11,500)	1,000	9.5%	Large industrial properties under appeal.
Right of Way	(3,201)	0	(3,201)	0	0.0%	
Senior Tax Credit	576	9	605	(29)	(5.0)%	2016 Final billing.
Supplementary Taxes	(9,125)	23	(9,125)	0	0.0%	
Tax Remissions and Write Offs	11,946	271	12,251	(305)	(2.6)%	2016 LEED Grant Program exceeds budget.
Hydro Dividend and Other Interest	(5,300)	(3,716)	(5,300)	0	0.0%	
Investment Income	(4,100)	(4,218)	(4,100)	0	0.0%	
Slot Revenues	(5,000)	(869)	(5,000)	0	0.0%	
Other Revenue	0	(59)	0	0	0.0%	
POA Revenues	(3,696)	(1,082)	(3,696)	0	0.0%	
TOTAL NON PROGRAM REVENUES	(43,864)	(12,970)	(44,530)	666	1.5%	
TOTAL LEVY REQUIREMENT	827,668	224,451	829,143	(1,474)	(0.2)%	

CITY OF HAMILTON
COMBINED WATER, WASTEWATER AND STORM SYSTEMS
RATE OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016

	2016 Approved Budget	2016 Actual Apr YTD	2016 Projected to Dec 31	2016 Projected Actuals vs. Approved Budget		2016 Projected Spent %
				\$	%	

OPERATING EXPENDITURES:**Environmental Services**

Divisional Administration & Support	2,055,440	651,627	2,058,697	(3,257)	(0.2%)	100.2%
Woodward Upgrades	1,184,080	377,520	1,166,182	17,898	1.5%	98.5%
Customer Service & Community Outreach	1,481,840	323,963	1,390,285	91,555	6.2%	93.8%
Service Co-ordination	3,064,040	886,966	2,983,765	80,275	2.6%	97.4%
Engineering Systems & Data Collection	1,452,230	555,984	1,360,980	91,250	6.3%	93.7%
Compliance & Regulations	778,380	244,319	763,151	15,229	2.0%	98.0%
Laboratory Services	3,242,850	1,004,963	3,223,249	19,601	0.6%	99.4%
Environmental Monitoring & Enforcement	1,643,440	490,722	1,632,162	11,278	0.7%	99.3%
Water Distribution & Wastewater Collection	19,723,230	4,985,035	19,378,753	344,477	1.7%	98.3%
Sustainable Initiatives	1,197,350	343,575	1,284,917	(87,567)	(7.3%)	107.3%
Plant Operations & Maintenance	38,059,140	9,926,519	37,672,942	386,198	1.0%	99.0%
Capital Delivery	1,647,860	440,607	1,547,362	100,498	6.1%	93.9%
Infrastructure & Source Water Planning	2,222,650	507,231	2,035,954	186,696	8.4%	91.6%
Hydro Billing Contract	4,608,230	1,576,200	4,648,354	(40,124)	(0.9%)	100.9%
Wastewater Abatement Program	585,020	201,660	591,676	(6,656)	(1.1%)	101.1%
Corporate & Departmental Support Services	5,924,740	1,997,693	6,168,312	(243,572)	(4.1%)	104.1%
Utilities Arrears Program	500,040	259,063	500,040	-	0.0%	100.0%
Hamilton Harbour Remedial Action Plan	500,500	18,860	516,110	(15,610)	(3.1%)	103.1%
Protective Plumbing Program (3P)	2,503,600	860,893	2,529,961	(26,361)	(1.1%)	101.1%
Financial Charges	188,130	30	188,130	-	0.0%	100.0%
Capital and Reserve Recoveries	(8,129,360)	(29,565)	(8,129,420)	60	(0.0%)	100.0%
Sub-Total Environmental Services	84,433,430	25,623,865	83,511,560	921,870	1.1%	98.9%

**CITY OF HAMILTON
COMBINED WATER, WASTEWATER AND STORM SYSTEMS
RATE OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016**

	2016 Approved Budget	2016 Actual Apr YTD	2016 Projected to Dec 31	2016 Projected Actuals vs. Approved Budget		2016 Projected Spent %
				\$	%	
<u>Capital and Reserve Impacts on Operating</u>						
<u>Contributions to Capital</u>						
Water	38,697,000	-	38,697,000	-	0.0%	100.0%
Wastewater	41,695,000	-	41,695,000	-	0.0%	100.0%
Stormwater	7,414,990	-	7,414,990	-	0.0%	100.0%
Sub-Total Contributions to Capital	87,806,990	-	87,806,990	-	0.0%	100.0%
<u>Contributions for DC Exemptions</u>						
Water	2,900,000	-	2,900,000	-	0.0%	100.0%
Wastewater	3,990,000	-	3,990,000	-	0.0%	100.0%
Stormwater	750,000	-	750,000	-	0.0%	100.0%
Sub-Total Contributions for DC Exemptions	7,640,000	-	7,640,000	-	0.0%	100.0%
<u>Debt Charges</u>						
Water	7,399,740	-	5,850,404	1,549,336	20.9%	79.1%
Wastewater	6,944,810	-	5,700,305	1,244,505	17.9%	82.1%
Stormwater	1,706,590	-	509,800	1,196,790	70.1%	29.9%
DC Debt Charges Recoveries	(3,866,750)	(116,726)	(116,726)	(3,750,024)	97.0%	3.0%
Sub-Total Debt Charges	12,184,390	(116,726)	11,943,783	240,607	2.0%	98.0%
Sub-Total Capital Financing	107,631,380	(116,726)	107,390,773	240,607	0.2%	99.8%
Transfer to Reserves	249,270	(14,981)	249,270	-	0.0%	100.0%
Sub-Total Capital and Reserve Impacts on Operating	107,880,650	(131,707)	107,640,043	240,607	0.2%	99.8%
TOTAL EXPENDITURES	192,314,080	25,492,158	191,151,603	1,162,477	0.6%	99.4%

**CITY OF HAMILTON
COMBINED WATER, WASTEWATER AND STORM SYSTEMS
RATE OPERATING BUDGET VARIANCE REPORT TO APRIL 30, 2016**

	2016 Approved Budget	2016 Actual Apr YTD	2016 Projected to Dec 31	2016 Projected Actuals vs. Approved Budget		2016 Projected Spent %
				\$	%	
REVENUES:						
<u>Rate Revenue</u>						
Residential	83,262,900	17,976,252	82,846,586	(416,315)	(0.5%)	100.5%
Industrial Commercial Institutional (ICI)	94,800,560	23,089,775	94,326,557	(474,003)	(0.5%)	100.5%
Haldimand / Halton	2,425,840	566,380	2,248,883	(176,957)	(7.3%)	107.3%
Non-Metered	425,000	109,129	392,465	(32,535)	(7.7%)	107.7%
Private Fire Lines	950,000	333,516	975,000	25,000	2.6%	97.4%
Hauler / 3rd Party Sales	1,474,920	409,581	1,392,861	(82,059)	(5.6%)	105.6%
Overstrength Agreements	2,200,000	576,583	2,043,247	(156,753)	(7.1%)	107.1%
Sewer Surcharge Agreements	4,200,000	890,400	3,690,404	(509,596)	(12.1%)	112.1%
Sub-Total Utility Rates	189,739,220	43,951,616	187,916,002	(1,823,218)	(1.0%)	101.0%
<u>Non-Rate Revenue</u>						
Local Improvement Recoveries	275,850	-	183,902	(91,948)	(33.3%)	133.3%
Permits / Leases / Agreements	1,316,610	610,865	1,488,591	171,981	13.1%	86.9%
General Fees and Recoveries	982,400	379,187	1,034,115	51,715	5.3%	94.7%
Sub-Total Non-Rate Revenue	2,574,860	990,052	2,706,608	131,748	5.1%	94.9%
TOTAL REVENUES	192,314,080	44,941,668	190,622,610	(1,691,470)	(0.9%)	100.9%
NET REVENUE/EXPENDITURE	-	(19,449,510)	528,993	(528,993)		

CITY OF HAMILTON BUDGETED COMPLEMENT TRANSFER SCHEDULE

STAFF COMPLEMENT CHANGE

Complement Transfer to another division or department ⁽¹⁾

ITEM #	TRANSFER FROM				TRANSFER TO			
	Department	Division	Position Title (2)	FTE	Department	Division	Position Title (2)	FTE
1.1	Community & Emergency Services	Recreation	Senior Receptionist	1.0	Public Works	Corporate Assets & Strategic Planning	Senior Project Manager	1.0
	Explanation: Transfer of 1.0 FTE to Public Works Department for a temporary assignment of undetermined length. Change in payband from B to Senior Project Manager, salary grade 7.							
1.2	Public Works	CASP	Shop Janitor (Union Code R8 Grade 4)	1.0	Public Works	CASP	Maintenance Helper (Union Code R8 Grade 6)	1.0
	Explanation: Shop Janitor position is currently vacant, requesting approval that it be converted to a Maintenance Helper position, an increase of 2 pay bands. The employee position Maintenance Helper is a \$5,000 annual increase from Grade 4 (Maintenance Shop Janitor) to Grade 6 (Maintenance Helper) and will be offset in savings by the reduced use of outside contractors by performing more maintenance work in house.							
1.3	Corporate Services	Information Technology	Application Developer	1.0	Corporate Services	Information Technology	Systems Analyst	1.0
	Explanation: To adjust to operational needs related to application integration and Web application software, IT requires to change an Application Developer (Job Grade M) to a Systems Analyst (Job Grade P). The Application Developer position to the System Analyst position is a \$10,000 increase and will be offset in savings realized through hiring of positions at steps lower than budgeted.							

Note - Complement transfers include the transfer of corresponding budget.

(1) - All other budgeted complement changes that require Council approval per Budgeted Complement Control Policy must be done through either separate report or the budget process (i.e. Increasing/decreasing budgeted complement).

(2) - If a position is changing, the impact of the change is within 1 pay band unless specified.