



**CITY OF HAMILTON**  
**CORPORATE SERVICES DEPARTMENT**  
*Financial Planning, Administration and Policy Division*

<b>TO:</b>	Chair and Members Capital Projects Work-in-Progress Sub-Committee
<b>COMMITTEE DATE:</b>	January 28, 2019
<b>SUBJECT/REPORT NO:</b>	Capital Projects Status Report (Excluding Public Works) as of September 30, 2018 (FCS18079(a)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Abe Chegou (905) 546-2424 Ext. 4047 Joseph Spiler (905)-546-2424 Ext. 4519
<b>SUBMITTED BY:</b>	Cindy Mercanti Director, Customer Service and POA Acting Director, Financial Planning and Policy Corporate Services Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

That the Capital Projects Status Report (excluding Public Works), as of September 30, 2018, attached as Appendix "A" to Report FCS18079(a), be received.

**EXECUTIVE SUMMARY**

Report FCS18079(a) presents the status of capital projects for all departments, excluding Public Works and is based on forecasted and committed expenditures to September 30, 2018.

Appendix "A" to Report FCS18079(a) reflects the status of each capital project as of September 30, 2018 by program within the following departments and boards: Corporate Services, City Manager's Office, CityHousing, Healthy and Safe Communities and Planning and Economic Development.

Table 1 represents the total Council approved capital budgets for specific program areas: budget, expenditures / commitments, available balance and percentage complete for each program area.

**Table 1  
Expenditure Summary by Program Area  
as of September 30, 2018**

	<b>Approved Budget</b>	<b>Expenditures / Commitments</b>	<b>Available Balance</b>	<b>Percentage Complete (%)</b>
Corporate Services	\$23,161,248	\$9,351,130	\$13,810,118	40.4%
City Manager's Office	\$4,173,638	\$2,545,902	\$1,627,736	61.0%
CityHousing	\$2,300,000	\$2,021,996	\$278,004	87.9%
Healthy and Safe Communities	\$123,753,183	\$77,525,318	\$46,227,865	62.6%
Planning and Economic Development	\$434,345,146	\$238,394,481	\$195,950,665	54.9%

Table 2 shows the trend over the last four years for project completion percentage by Program Area.

**Table 2  
Percentage of Completion Comparison  
as of September 30, 2018**

	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Corporate Services	40.4%	67.8%	77.2%	66.5%
City Manager's Office	61.0%	58.5%	79.0%	81.7%
CityHousing	87.9%	71.9%	36.0%	65.6%
Healthy and Safe Communities	62.6%	66.0%	58.9%	62.2%
Planning and Economic Development	54.9%	56.8%	52.6%	51.6%

***Alternatives for Consideration – Not Applicable***

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** N/A

**Staffing:** N/A

**Legal:** N/A

## **HISTORICAL BACKGROUND**

The Capital Projects Status and Capital Project Closing reports are submitted to City Council three times a year as of June 30, September 30 and December 31.

On July 10, 2015, Council approved changes to the City's Capital Project Monitoring Policy. Previously, staff reported on the status of the Capital Work-in-Progress projects to their respective Standing Committees. The amended Policy has staff submitting the status of the Capital Work-in-Progress projects to the Capital Projects Work-in-Progress Sub-Committee.

On December 14, 2011, Council approved Report FCS11073(a) which directed staff to review the Capital Projects Status and closing process and that a process where departments report to their respective Standing Committees on the status of the Capital Work-in-Progress projects be implemented. Reports were submitted to Standing Committees three times per reporting year, as of June 30, September 30 and December 31. Regular reporting will allow Standing Committees to review the status of a fewer number of projects, in greater detail, applicable to their area of oversight. Reporting to the Standing Committee began for the June 30, 2013 reporting period.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Report FCS18079(a) meets the requirements of the Capital Project Monitoring Policy including:

- That a Capital Projects Status report be submitted to Capital Projects Work-in-Progress Sub-Committee three times a year as of June 30, September 30 and December 31.

## **RELEVANT CONSULTATION**

All relevant Capital Project managers, excluding Public Works, have been consulted on the status of their projects.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

Council approved that capital projects are reviewed in accordance with the City's approved Capital Project Monitoring Policy. For each variance report, staff determines if projects can be closed and also monitors financial activity to ensure that Council is aware of any capital projects which deviate significantly from approved budgeted amounts.

Inactivating completed projects helps to keep the number of capital projects, in the financial system, to a manageable size and eliminates redundant data from reports. More importantly, it ensures that projects which are complete and / or no longer required do not unnecessarily tie up budget resources that could be re-directed to other needs / capital projects.

The financial information in Report FCS18079(a) is based on spending to September 30, 2018.

## **ALTERNATIVES FOR CONSIDERATION**

Not applicable.

## **ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

### **Community Engagement & Participation**

*Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.*

### **Economic Prosperity and Growth**

*Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.*

### **Built Environment and Infrastructure**

*Hamilton is supported by state of the art infrastructure, transportation options, buildings and public spaces that create a dynamic City.*

### **Our People and Performance**

*Hamiltonians have a high level of trust and confidence in their City government.*

## **APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" – Capital Projects Status Report (excluding Public Works) as of September 30, 2018

AC/dt