

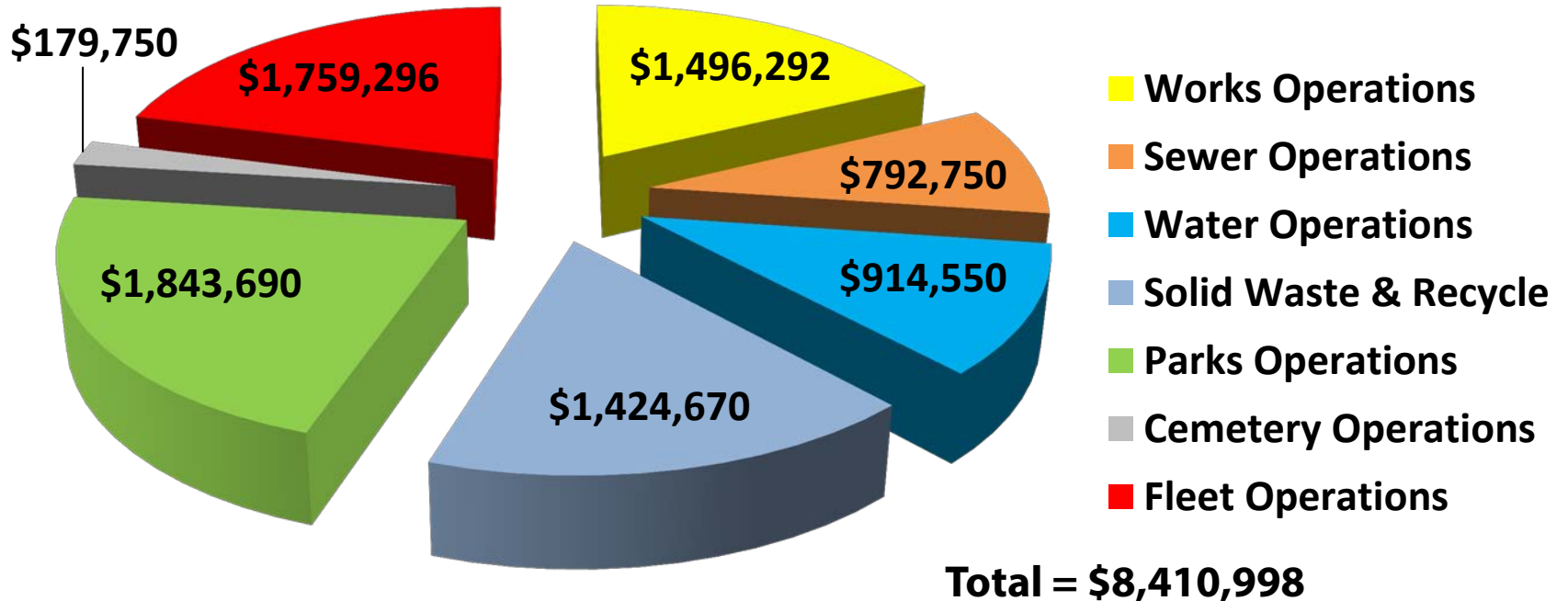


# 2015 Budget

Public Works, Parks and Fleet  
Maintenance Departments

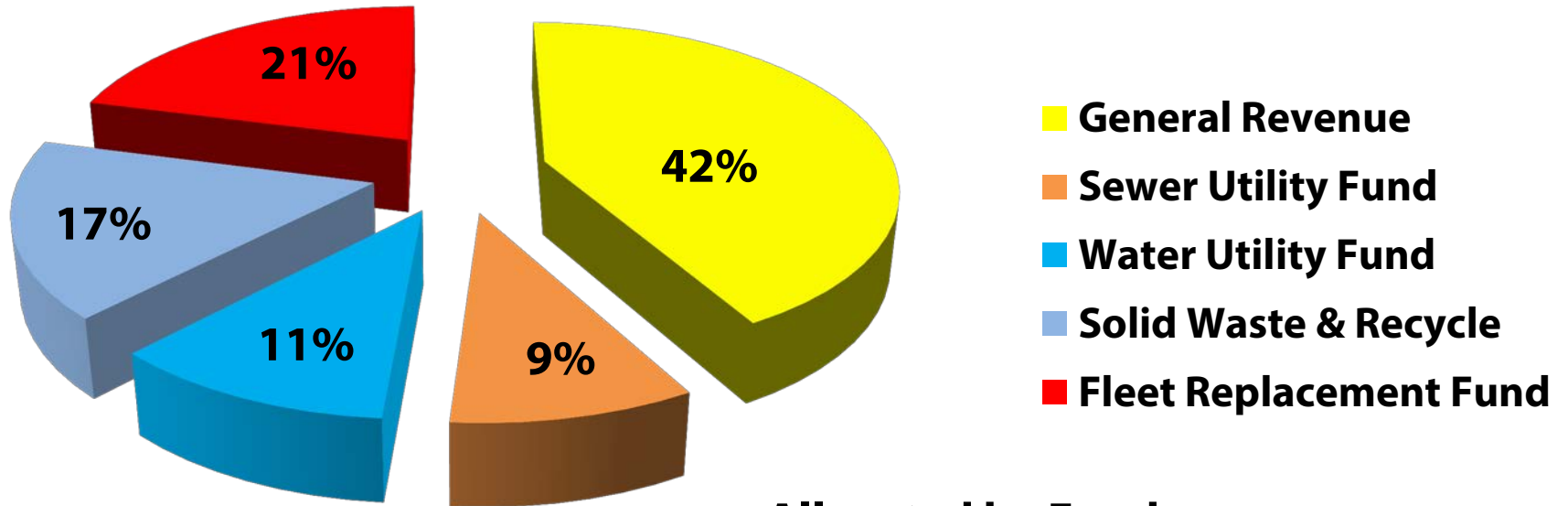


# Public Works, Parks, & Fleet Maintenance Operations





## Public Works, Parks, & Fleet Maintenance Operations



**Allocated by Fund**



# Works Department





# Works Department Overview

## Responsible for:

- **Roads & Sidewalks**
- **Domestic and Agricultural Water Distribution**
- **Sewer & Storm Sewer Collection**

## Department Structure:

- **Public Works Manager (PWM)**
- **Works Superintendent**
- **3 Foreman**
- **19 Year Round Staff**
- **2 Seasonal or PT Staff**
- **1 Technician**
- **26 FTE (not incl PWM)**



# Roads Operations 2015 Budget Highlights

**2015 Total = \$1,496,292**  
**Budget Adjustment + \$56,192**

**Roads/Water/Sewer Wage Increase 14/15 + \$89,000**

**Asphalt Increase +\$6,500**

**Snow and Ice Control +\$25,000**

**Asphalt Crack Sealing +\$15,000**

**Storm Sewer -\$10,000**

**Banner Installation and Removal +\$5,000**

**Pavement Markings +\$14,500**

**Vandalism +\$5,000**



## Works Department operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Administrative, Vehicles & Supervisory Wages	N/A	\$ 135,500	\$135,500	\$139,742
Street Maintenance	\$393,762	\$ 452,000	\$462,000	\$495,000
Lane Maintenance	\$68,239	\$ 60,500	\$60,500	\$63,000
Sidewalk Maintenance	\$161,506	\$ 170,000	\$147,500	\$175,000
Walkway Maintenance	\$12,186	\$ 14,250	\$19,000	\$16,000
Parking Lot Maintenance (less recovery)	\$13,167	\$ 26,500	\$23,000	\$18,000



## Works Department operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Bridge Maintenance	\$11,318	\$ 11,500	\$4,200	\$6,500
Storm Drainage Maintenance	\$131,198	\$ 118,500	\$95,000	\$108,500
Street Scape Maintenance	\$24,614	\$ 23,000	\$25,750	\$28,000
Street & Sidewalk Cleaning	\$181,989	\$ 184,500	\$178,000	\$182,550
Traffic Control	\$165,789	\$ 194,350	\$189,750	\$209,000
Signs & Barricades	\$18,768	\$ 4,500	\$4,900	\$4,500





# Works Department operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Vandalism	\$18,235	\$ 15,000	\$20,000	\$20,000
Emergency Support	\$333	\$500	\$600	\$500
Subdivision & Cap Works Call-backs	\$0	\$5,000	\$3,000	\$5,000
Standby Wages	\$13,375	\$10,500	\$10,500	\$11,000
Tools and Supplies	\$13,317	\$13,000	\$10,500	\$13,000
Yards Grounds Maintenance	\$10,470	\$1,000	\$1,000	\$1,000
<b>Total Roads Expenses</b>	<b>\$1,238,266</b>	<b>\$1,440,100</b>	<b>\$1,390,700</b>	<b>\$1,496,292</b>



# **Sewer Operations 2015 Budget Highlights**

**2015 Total = \$792,750**  
**Budget Adjustment + \$3,900**

**Roads/Water/Sewer Wage Increase 14/15 + \$89,000**  
**Sewer Service Repairs +\$10,000**  
**Clean & Video Large Mains +\$40,000**  
**Compost Screener Repairs Done - \$25,000**



# Sewer Utility Operational Budget Proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
<b>Administrative, Vehicles &amp; Supervisory Wages</b>	N/A	\$ 160,850	\$160,850	\$139,150
<b>Collection System</b>	\$244,782	\$ 293,000	\$303,700	\$332,100
<b>Compost Facility</b>	\$247,747	\$294,000	\$295,500	\$282,000
<b>Consulting</b>	\$4,610	\$10,000	\$0	\$10,000
<b>Standby Wages</b>	\$6,281	\$ 10,500	\$10,500	\$11,000
<b>Tools &amp; Coveralls</b>	\$7,652	\$ 10,500	\$8,000	\$10,500



# Sewer Utility Operational Budget Proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Vandalism	\$130	\$ 3,000	\$200	\$1,000
Yards & Barricade (Allocations)	\$0	\$ 7,000	\$7,000	\$7,000
<b>Total Sewer Expenses</b>	<b>\$511,202</b>	<b>\$788,850</b>	<b>\$785,750</b>	<b>\$792,750</b>
Compost Sale – Revenue	N/A	\$30,000	\$20,000	\$30,000
<b>Net Sewer Expenses</b>	<b>\$511,202</b>	<b>\$758,850</b>	<b>\$765,750</b>	<b>\$762,750</b>



# Water Operations 2015 Budget Highlights

**2015 Total = \$914,550**  
**Budget Adjustment -\$66,950**

**Roads/Water/Sewer Wage Increase 14/15 + \$89,000**  
**Water Meter Reading & Maintenance - \$16,500**  
**Dam & Reservoir Maintenance - \$35,000**



# Water Utility Operational Budget Proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
<b>Administrative &amp; Supervisory Wages</b>	N/A	\$ 138,000	\$138,000	\$130,450
<b>Transmission &amp; Distribution (net of recoveries)</b>	\$437,255	\$ 430,000	\$400,000	\$421,100
<b>Reservoirs &amp; Intakes</b>	\$82,867	\$ 124,500	\$81,700	\$89,500
<b>Irrigation Operation &amp; Maintenance</b>	\$45,003	\$ 63,500	\$61,000	\$63,500
<b>Meters &amp; Billings</b>	\$170,764	\$ 182,000	\$170,000	\$165,500



# Water Utility Operational Budget Proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Consulting & Dam Inspection	\$6,168	\$ 10,000	\$2,000	\$10,000
Tools & Coveralls	\$7,363	\$ 12,500	\$10,000	\$12,500
Standby Wages	\$8,856	\$10,000	\$10,000	\$11,000
Servicing Agreement – IR2	\$0	\$ 1,000	\$1,000	\$1,000
Vandalism	\$704	\$ 3,000	\$8,000	\$3,000
Yards & Barricade (Allocations)	\$0	\$ 7,000	\$ 7,000	\$ 7,000
<b>Total Water Expenses</b>	<b>\$758,980</b>	<b>\$981,500</b>	<b>\$888,700</b>	<b>\$914,550</b>



# Parks Department







# Parks Department overview

## Responsible for the Development & Maintenance of:

- Parks
- Beaches
- Sports Fields
- Ornamental Gardens
- Trees – Urban Forestry
- Trails
- Playgrounds
- Event Support
- Cemeteries

## Department Structure:

- Public Works Manager (PWM)
- Parks Superintendent
- 2 Foreman
- 6 Year Round Staff
- 20 Seasonal Staff (1 to 9 months)
- 1 Technician
- 19 FTE (not incl PWM)



# Parks operating 2015 budget highlights

**2015 Total = \$1,843,690**  
**Budget Adjustment +\$90,040**

**Baskets & Trees ( Martin Westminster) +\$8,250**  
**Security Services + \$3,000**  
**Sendero Canyon + \$8,800**  
**Wage Increase 14/15 + \$80,000**



## Parks Department operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
<b>Administrative &amp; Supervisory Wages</b>	N/A	\$ 318,300	\$318,320	\$305,500
<b>A – Standard Beaches</b>	\$129,309	\$ 107,600	\$108,000	\$116,100
<b>B – Standard Beaches</b>	\$48,975	\$ 52,750	\$40,400	\$34,850
<b>C – Standard Beaches</b>	\$2,510	\$ 8,200	\$7,600	\$8,200
<b>A – Standard Parks</b>	\$334,912	\$ 296,900	\$388,000	\$382,650
<b>B – Standard Parks</b>	\$89,297	\$ 147,950	\$109,700	\$123,700



## Parks Department operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
C – Standard Parks	\$9,322	\$ 12,150	\$10,400	\$13,750
Trail Maintenance	\$63,439	\$ 83,950	\$74,750	\$85,490
Sports Fields	\$202,857	\$ 206,150	\$189,250	\$218,550
Natural Green Belts	\$18,176	\$ 10,350	\$6,800	\$8,350
Boulevards	\$144,764	\$ 148,400	\$138,000	\$152,950
Undeveloped Lots	\$5,519	\$ 3,000	\$500	\$3,000



# Parks Department operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
City Owned Buildings	\$62,835	\$ 54,000	\$53,750	\$58,200
Parking Lots	\$3,113	\$ 7,350	\$5,650	\$3,950
School District	\$12,262	\$ 18,800	\$9,550	\$17,100
Garbage & Recycle	\$96,657	\$ 112,350	\$107,000	\$116,550
Snow & Ice Control	\$37,283	\$ 46,200	\$46,000	\$49,200
Wild Life Control	\$21,274	\$25,650	\$22,000	\$26,050
Portable Toilets	\$5,251	\$ 6,000	\$6,000	\$6,000



# Parks Department operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Fountains	\$4,897	\$ 2,700	\$3,000	\$2,850
Tools & Supplies	\$4,593	\$ 3,000	\$4,000	\$3,000
Misc Expenses	\$65,000	\$ 69,000	\$66,600	\$72,300
Recoverable Costs – SOEC Campus	N/A	\$ 13,400	\$18,700	\$13,400
Recoveries	N/A	(\$35,000)	(\$20,000)	(\$13,400)
Vandalism	\$36,656	\$34,500	\$32,000	\$35,400
<b>Total Parks Expenses</b>	<b>\$1,398,901</b>	<b>\$1,753,650</b>	<b>\$1,745,970</b>	<b>\$1,843,690</b>



# Cemetery operating 2015 budget highlights

**2015 Total = \$179,750**

**Budget Adjustment + \$16,200**

**2015 Estimated Revenue = \$250,000**

**+ \$24,000 Cemetery Contract – New**

**- \$7,500 Cemetery Supplies**



# Cemetery operating budget proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Cemetery Revenue	\$263,710	\$279,000	\$236,500	\$250,000
Administrative & Supervisory Wages	N/A	\$ 16,050	\$ 16,050	\$15,950
Fairview Cemetery Maintenance	\$3,556	\$ 8,800	\$6,000	\$8,000
Lakeview Cemetery Maintenance	\$173,353	\$138,800	\$135,000	\$155,800
<b>Total Cemetery Expenses</b>	<b>\$176,909</b>	<b>\$163,650</b>	<b>\$157,050</b>	<b>\$179,750</b>
<b>Net Cemetery Revenue</b>	<b>\$86,801</b>	<b>\$115,350</b>	<b>\$79,450</b>	<b>\$70,250</b>





# Solid Waste & Recycle 2015 Budget Highlights

**2015 Total = \$1,424,670**

**Budget Adjustment + \$89,720**

**2015 Estimated Revenue = \$2,455,000**

**+ \$19,000 Contractual Increase – Estimated**

**+ \$71,000 Landfill Tipping Fee Increase**

**+ \$3,500 City Clean Up & Christmas Tree Recycle**



# Solid Waste & Recycle Budget Proposals

Description	2013 actual	2014 budget	2014 projection	2015 budget
Wages & salaries	N/A	\$ 30,400	\$30,400	\$28,250
Solid Waste Collection	\$296,648	\$ 307,100	\$300,000	\$310,000
Landfill Tipping Fees	\$296,350	\$ 360,000	\$320,000	\$417,500
Yard Waste Program	\$157,478	\$149,300	\$149,000	\$158,900
Bulky Item Collection	\$0	\$ 11,850	\$18,550	\$19,100
Recycle Collection	\$482,887	\$ 456,800	\$455,090	\$466,420
Calendar & Recycle Education	\$3,840	\$16,000	\$4,975	\$17,500
Clean Up & Xmas Tree Recycle	\$3,377	\$3,500	\$7,600	\$7,000
<b>Total Solid Waste Expenses</b>	<b>\$1,240,580</b>	<b>\$1,334,950</b>	<b>\$1,285,615</b>	<b>\$1,424,670</b>



# Solid Waste & Recycle Budget Proposals

Description	2014 budget	2014 projection	2015 budget
<b>MMBC Recycle Program Financial Incentive - Reserve Account</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$466,740</b>
<b>Tax levy / garbage rates revenue</b>	<b>\$1,254,000</b>	<b>\$1,254,000</b>	<b>\$1,254,000</b>
<b>Tax levy / recycling</b>	<b>\$731,625</b>	<b>\$731,625</b>	<b>\$731,625</b>
<b>Tag a Bag &amp; Misc. Revenue</b>	<b>\$3,000</b>	<b>\$1,600</b>	<b>\$3,100</b>
<b>Total Solid Waste Revenues</b>	<b>\$1,988,625</b>	<b>\$2,237,225</b>	<b>\$2,455,465</b>



# Fleet Department





# Fleet Department Overview

## Responsible for:

- **City & Fire Fleet - Procurement & Maintenance**
- **RCMP Fleet – Maintenance**
- **RDOS Fleet - Maintenance**

## Department Structure:

- **Public Works Manager (PWM)**
- **Fleet Superintendent**
- **2 Heavy Duty Technicians**
- **3 Automotive Technicians**
- **6 FTE (not incl PWM)**



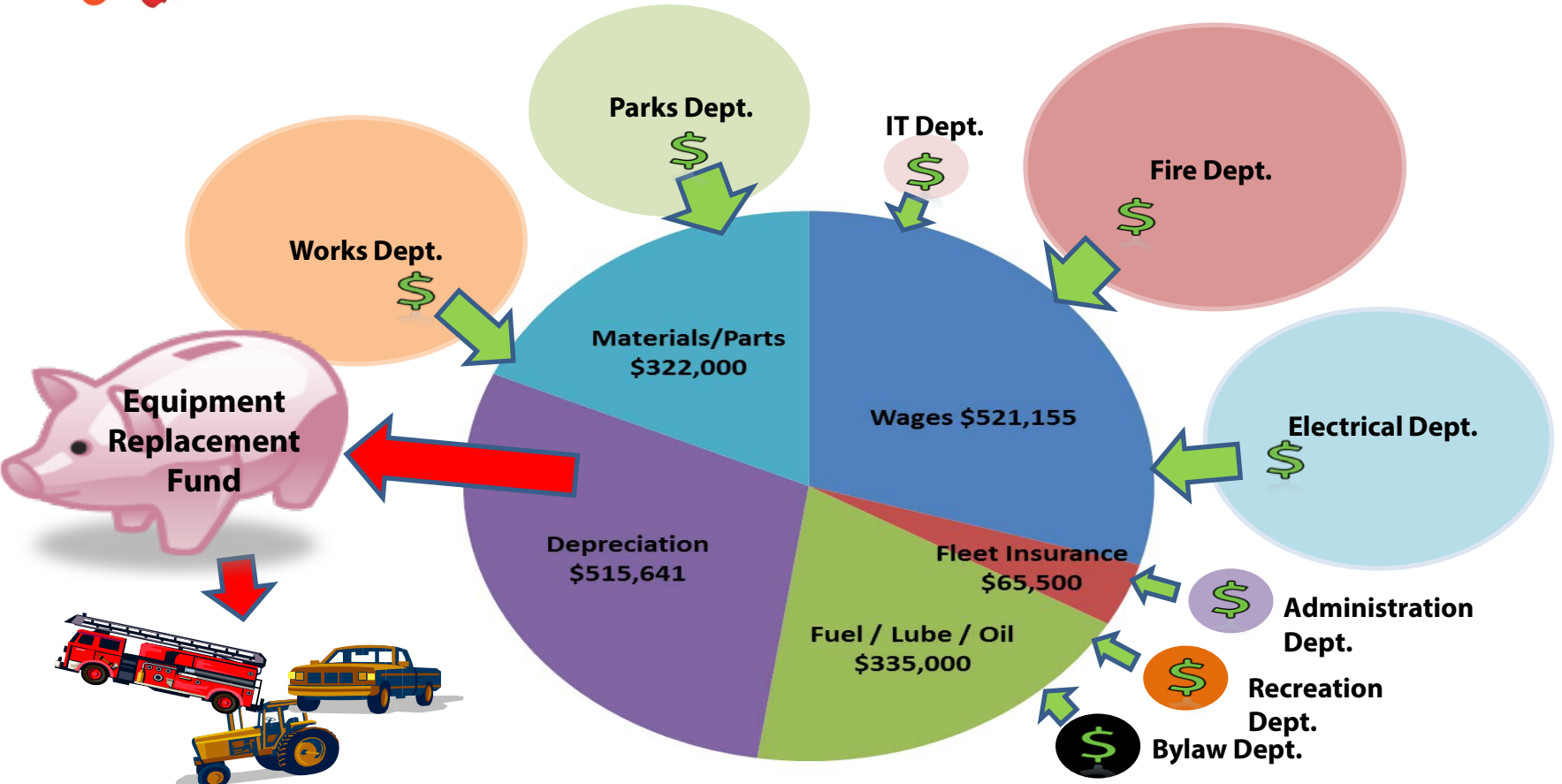
# Fleet Department Operations 2015 Budget Highlights

**2015 Total = \$1,759,137**

**2015 Estimated Revenue = \$1,809,296**

**2015 Fleet Budget has been reformatted to provide accurate financial reporting within the Agresso Financial Software.**

**2015 budget is estimated based on historical averages.**





# Fleet Department Operations Budget Proposals

Description	2014 budget	2014 projection	2015 budget
Administrative & Supervisory Wages	\$113,580	\$113,500	\$114,487
Mechanical Technician Wages	\$402,950	\$401,500	\$406,500
Part / Materials / Contract Work	\$317,070	\$315,000	\$320,000
Fleet Depreciation	\$510,900	\$510,900	\$515,650
Fleet Insurance	\$64,900	\$55,200	\$65,500
Fuel	\$307,000	\$291,300	\$310,000





# Fleet Department Operations Budget Proposals

Description	2014 budget	2014 projection	2015 budget
Lubrication & Oil Products	\$24,800	\$23,440	\$25,000
Coveralls & Gloves	\$2,000	\$1,900	\$2,000
Fleet Expenses	\$1,743,200	\$1,712,740	\$1,759,137



# Fleet Department Operations Budget Proposals

Description	2014 budget	2014 projection	2015 budget
RCMP Recoverable Work	\$27,000	\$26,240	\$27,000
RDOS Recoverable Work	\$17,000	\$14,000	\$17,000
Fleet Revenues – Fixed Annual Rate	\$212,800	\$212,800	\$225,000
Fleet Revenues – Hourly	\$1,722,400	\$1,256,128	\$1,099,450
Fire Department Fleet Revenues	N/A	N/A	\$390,850
Fleet Other Revenues	N/A	N/A	\$50,000



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# Questions?