

PREPARED FOR: Council
FROM: Linda McCarron, Deputy Director of Financial Services and
 Christopher Paine, Director of Financial Services
MEETING DATE: July 24, 2023
SUBJECT: Second Quarter Budget Report 2023

RECOMMENDATION(S)

THAT the report titled “Second Quarter Budget Report 2023”, authored by Linda McCarron, Deputy Director of Financial Services, dated July 24, 2023 be received.

EXECUTIVE SUMMARY OF REPORT

Overall, the District is forecasted to finish the year within spending limits. Forecasts included in this report do not include anticipated Growing Communities Fund spending. The District will need to amend its Financial Plan Bylaw prior to year-end to authorize such spending. This anticipated spending will not impact forecasted budgetary surpluses.

Staff are currently forecasting a \$1.3M operating budget surplus. Underspending is forecasted to occur in many operating departments. Most of this underspending is modest. Much of the forecasted surplus is due to better-than-expected revenues such as investment revenue and building permit revenue.

	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast %
Revenues	63.0M	42.6M	67.6%	58.3M	92.5%
Expenses	48.5M	23.5M	48.5%	45.8M	94.5%
Capital Expenditures	34.6M	4.5M	13.1%	18.2M	52.8%

In June of 2023, Council adopted amendments to the District's Reserves and Surplus Policy. This policy will be used to guide Council decision making in respect of budgetary surplus allocation.

BACKGROUND/HISTORIC CONTEXT

On May 8, 2023, Council approved the District's 2023-2027 Five Year Financial Plan Bylaw which included funding for ongoing District operations, capital expenditures, and special initiatives to advance Council Priorities. The District's financial and work planning processes provide for a second and third quarter budget report to support transparency. Budget reports are typically placed on the second Council meeting in the month following the quarter close. r.

OPTIONS

N/A

ADVISORY BODY RECOMMENDATIONS WITH MINUTES EXCERPT (IF APPLICABLE)

N/A

COUNCIL PRIORITY SUPPORTED

Operational/Not Applicable

FINANCIAL IMPACT

The District is forecasted to finish the year in a stronger net financial position than the Five Year Financial Plan contemplated. This is due to the deferral of capital spending and the forecasted \$1.3M operating budget surplus.

	2023 Budget	2023 Forecast	Variance
Net financial position, beginning of year	\$ 61.5M	\$ 61.5M	\$ -
Net transfer to (from) reserves	(20.2M)	(7.2)M	+13.0M
Net transfers to (from) surplus	-	1.3M	+1.3M
Net financial position, end of year	41.3M	55.6M	+14.3M

IAP2 FRAMEWORK ENGAGEMENT

INFORM **CONSULT** **INVOLVE** **COLLABORATE**

TIMELINE/PROCESS/NEXT STEPS

Council will receive a third quarter budget report at the second regular Council meeting in October. Council will receive preliminary full year financial results during the 2024 budget deliberations and audited financial statements in spring of 2024. Financial Plan bylaw amendments will prepared for Council consideration in Fall if necessary.

Respectfully submitted,

Linda McCarron, Deputy Director of Financial Services
Christopher Paine, Director of Financial Services

With respect to the Financial Impact described in this report, I concur with the staff recommendation.

Christopher Paine

Christopher Paine, Director of Financial Services

Reviewed and approved by the Director of Corporate Services.

Chris Coates

Chris Coates, Director of Corporate Services

I have read and consider staff's recommendation to be supportable for Council's consideration.

Selina Williams

Selina Williams, Chief Administrative Officer

ATTACHMENTS(S):

[Attachment 1 -Third Quarter 2023 Budget Forecast Schedules](#)

Schedule A – Consolidated Summary June 30, 2023

Revenue	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Property Value Taxes	\$ 33,059,300	\$ 33,073,442	100.0%	\$ 33,063,442	\$ 4,142	100.0%	
Boulevard Frontage Taxes	255,600	255,671	100.0%	255,671	71	100.0%	
Grant In Lieu of Taxes	67,000	-	0.0%	67,000	-	100.0%	
1% Utility Revenue	236,100	218,576	92.6%	236,122	22	100.0%	
Property Tax Penalties & Interest	194,100	15,449	8.0%	260,000	65,900	134.0%	High interest rate prescribed
Grants (Operating)	1,926,400	368,820	19.1%	1,758,754	(167,646)	91.3%	COVID-19 Grant correlated to PRC
Grants (Capital)	7,473,100	-	0.0%	993,884	(6,479,216)	13.3%	Uplands Sewer Separation linked grant
Investment Income	1,301,500	1,130,001	86.8%	2,400,000	1,098,500	184.4%	Historic rise in yields
Miscellaneous Revenue	11,300	14,708	130.2%	11,300	-	100.0%	
Municipal-Regional District Tax	300,000	80,260	26.8%	300,000	-	100.0%	
Facilities Dept. Revenue	220,000	152,922	69.5%	275,137	55,137	125.1%	3 extra months Marina restaurant lease revenue
Finance Dept. Revenue	51,600	17,798	34.5%	57,325	5,725	111.1%	
Building & Planning Dept. Revenue	1,003,300	827,348	82.5%	1,083,250	79,950	108.0%	
Engineering Dept. Revenue	22,100	30,813	139.4%	34,386	12,286	155.6%	New Works and Services agreement fees
Public Works Dept. Revenue	1,812,700	727,052	40.1%	1,812,700	-	100.0%	
Parks & Recreational Dept. Revenue	8,186,000	3,953,026	48.3%	8,674,135	488,135	106.0%	
Sewer Utility Fees	1,553,200	340,611	21.9%	1,516,000	(37,200)	97.6%	
Water Utility Fees	5,360,800	1,415,953	26.4%	5,513,100	152,300	102.8%	
Total Revenue	63,034,100	42,622,448	67.6%	58,312,204	(4,721,896)	92.5%	
Operating Expenses	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Corporate Administration	3,235,200	1,654,014	51.1%	3,178,985	56,215	98.3%	
Oak Bay Tourism	300,000	92,437	30.8%	300,000	-	100.0%	
Facilities	236,500	178,730	75.6%	224,925	11,575	95.1%	
Finance & IT	1,977,000	1,273,788	64.4%	2,032,561	(55,561)	102.8%	
Policing	5,742,700	2,835,849	49.4%	5,502,475	240,225	95.8%	
Fire Protection	5,292,200	2,641,449	49.9%	5,051,055	241,145	95.4%	
Building & Planning	1,481,600	659,125	44.5%	1,417,501	64,099	95.7%	
Engineering Services	1,404,300	694,439	49.5%	1,400,859	3,441	99.8%	
Public Works	4,314,200	2,405,329	55.8%	4,033,414	280,786	93.5%	
Parks and Recreation	14,598,600	7,258,134	49.7%	14,974,764	(376,164)	102.6%	
Library	1,235,500	1,192,063	96.5%	1,235,500	-	100.0%	
Sewer Utility	895,800	407,560	45.5%	815,600	80,200	91.0%	
Water Utility	4,018,000	1,760,788	43.8%	3,982,900	35,100	99.1%	
Fiscal	103,600	91,362	88.2%	223,000	(119,400)	215.3%	Partially offset by interest revenue
Debt Interest	134,400	67,189	50.0%	134,378	23	100.0%	
Major Crimes Contingency	775,000	-	0.0%	-	775,000	0.0%	
Contingencies	866,800	8,153	0.9%	480,000	386,800	55.4%	
Special Initiatives	1,910,600	328,793	17.2%	855,359	1,055,241	44.8%	
Total Operating Expenses	48,522,000	23,549,203	48.5%	45,843,276	2,678,724	94.5%	
Add:							
Transfers from Reserves	30,805,700	1,000	0.0%	18,609,575	12,196,125	60.4%	
Deduct:							
Capital Expenditures	(34,582,400)	(4,532,579)	13.1%	(18,244,700)	(16,337,700)	52.8%	See Schedule D
Transfers to Reserves	(10,592,800)	(4,351,500)	41.1%	(11,392,800)	800,000	107.6%	Investment revenues exceeding budget
Debt Principal	(142,600)	-	0.0%	(142,600)	-	100.0%	
Total	\$ -	\$ 10,190,165		\$ 1,298,404	\$ (1,298,404)		

Schedule B – Operating Budget Forecasts June 30, 2023

Revenue	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Property Value Taxes	\$ 33,059,300	\$ 33,073,442	100.0%	\$ 33,063,442	\$ 4,142	100.0%	
Boulevard Frontage Taxes	255,600	255,671	100.0%	255,671	71	100.0%	
Grant In Lieu of Taxes	67,000	-	0.0%	67,000	-	100.0%	
1% Utility Revenue	236,100	218,576	92.6%	236,122	22	100.0%	
Property Tax Penalties & Interest	194,100	15,449	8.0%	260,000	65,900	134.0%	High interest rate prescribed
Grants (Operating)	1,926,400	368,820	19.1%	1,758,754	(167,646)	91.3%	COVID-19 Grant correlated to PRC
Grants (Capital)	7,473,100	-	0.0%	993,884	(6,479,216)	13.3%	Uplands Sewer Separation linked grant
Investment Income	1,301,500	1,130,001	86.8%	2,400,000	1,098,500	184.4%	Historic rise in yields
Miscellaneous Revenue	11,300	14,708	130.2%	11,300	-	100.0%	
Municipal-Regional District Tax	300,000	80,260	26.8%	300,000	-	100.0%	
Facilities Dept. Revenue	220,000	152,922	69.5%	275,137	55,137	125.1%	3 extra months Marina restaurant lease revenue
Finance Dept. Revenue	51,600	17,798	34.5%	57,325	5,725	111.1%	
Building & Planning Dept. Revenue	1,003,300	827,348	82.5%	1,083,250	79,950	108.0%	
Engineering Dept. Revenue	22,100	30,813	139.4%	34,386	12,286	155.6%	New Works and Services agreement fees
Public Works Dept. Revenue	1,812,700	727,052	40.1%	1,812,700	-	100.0%	
Parks & Recreational Dept. Revenue	8,186,000	3,953,026	48.3%	8,674,135	488,135	106.0%	
Sewer Utility Fees	1,553,200	340,611	21.9%	1,516,000	(37,200)	97.6%	
Water Utility Fees	5,360,800	1,415,953	26.4%	5,513,100	152,300	102.8%	
Total Revenue	63,034,100	42,622,448	67.6%	58,312,204	(4,721,896)	92.5%	
Operating Expenses	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Corporate Administration	3,235,200	1,654,014	51.1%	3,178,985	56,215	98.3%	
Oak Bay Tourism	300,000	92,437	30.8%	300,000	-	100.0%	
Facilities	236,500	178,730	75.6%	224,925	11,575	95.1%	
Finance & IT	1,977,000	1,273,788	64.4%	1,991,436	(14,436)	100.7%	
Policing	5,742,700	2,835,849	49.4%	5,502,475	240,225	95.8%	
Fire Protection	5,292,200	2,641,449	49.9%	5,051,055	241,145	95.4%	
Building & Planning	1,481,600	659,125	44.5%	1,417,501	64,099	95.7%	
Engineering Services	1,404,300	694,439	49.5%	1,400,859	3,441	99.8%	
Public Works	4,314,200	2,405,329	55.8%	4,033,414	280,786	93.5%	
Parks and Recreation	14,598,600	7,258,134	49.7%	14,974,764	(376,164)	102.6%	
Library	1,235,500	1,192,063	96.5%	1,235,500	-	100.0%	
Sewer Utility	895,800	407,560	45.5%	815,600	80,200	91.0%	
Water Utility	4,018,000	1,760,788	43.8%	3,982,900	35,100	99.1%	
Fiscal	103,600	91,362	88.2%	223,000	(119,400)	215.3%	Partially offset by interest revenue
Debt Interest	134,400	67,189	50.0%	134,378	23	100.0%	
Major Crimes Contingency	775,000	-	0.0%	-	775,000	0.0%	
Contingencies	866,800	8,153	0.9%	480,000	386,800	55.4%	
Special Initiatives	1,910,600	328,793	17.2%	855,359	1,055,241	44.8%	
Total Operating Expenses	48,522,000	23,549,203	48.5%	45,802,151	2,719,849	94.4%	
Add:							
Transfers from Reserves	30,805,700	1,000	0.0%	18,609,575	12,196,125	60.4%	
Deduct:							
Capital Expenditures	(34,582,400)	(4,532,579)	13.1%	(18,244,700)	(16,337,700)	52.8%	See Schedule D
Transfers to Reserves	(10,592,800)	(4,351,500)	41.1%	(11,392,800)	800,000	107.6%	Investment revenues exceeding budget
Debt Principal	(142,600)	-	0.0%	(142,600)	-	100.0%	
Total	\$ -	\$ 10,190,165		\$ 1,339,529	\$ (1,339,529)		

Schedule C – Operating Budget Forecasts June 30, 2023 (Continued)

Operating Expenses	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Corporate Administration Operating Expenses:							
Council	\$ 270,200	\$ 114,717	42%	\$ 258,600	\$ 11,600	95.7%	
Corporate Administration	1,607,400	758,063	47%	1,606,400	1,000	99.9%	
Human Resources	565,600	281,522	50%	545,685	19,915	96.5%	
Communications	174,900	99,394	57%	160,300	14,600	91.7%	
Risk Management	360,200	265,055	74%	353,200	7,000	98.1%	
Grants & Fee for Service	205,900	112,852	55%	205,900	-	100.0%	
Archives	51,000	22,410	44%	48,900	2,100	95.9%	
Total Corporate Administration Expenses:	\$ 3,235,200	\$ 1,654,014	51%	\$ 3,178,985	\$ 56,215	98.3%	
Oak Bay Tourism							
Oak Bay Tourism	300,000	\$ 92,437	31%	\$ 300,000	\$ -	100.0%	
Total Oak Bay Tourism Expenses	\$ 300,000	\$ 92,437	31%	\$ 300,000	\$ -	100.0%	
Administrative Facilities							
Maintenance - 1538 Monterey	\$ 6,200	\$ 3,685	59%	\$ 6,200	\$ -	100.0%	
Maintenance - 1423 Hampshire	34,500	22,080	64%	32,500	2,000	94.2%	
Maintenance - 1531 Hampshire	5,400	446	8%	2,000	3,400	37.0%	
Maintenance - Tod House	8,100	2,260	28%	8,100	-	100.0%	
Maintenance - Municipal Hall	96,000	73,561	77%	86,000	10,000	89.6%	
Foreshore Lease	68,500	75,125	110%	75,125	(6,625)	109.7%	
Maintenance - Oak Bay Marina	17,800	1,573	9%	15,000	2,800	84.3%	
Transfers to Reserves for Facilities	40,900	-	0%	40,900	-	100.0%	
Transfers to Tod House Trust	11,600	5,800	50%	11,600	-	100.0%	
Transfers to Marina Reserve	38,900	19,450	50%	38,900	-	100.0%	
Total Administrative Facilities Expenses	\$ 327,900	\$ 203,980	62%	\$ 277,625	\$ 9,575	84.7%	
Finance & Information Technology Operating Expenses:							
Finance General	\$ 1,263,700	\$ 662,970	52%	\$ 1,249,949	\$ 13,751	98.9%	
Parking Enforcement	58,400	55,181	94%	57,500	900	98.5%	
Information Technology	654,900	555,638	85%	683,987	(29,087)	104.4%	
Total Finance & IT Operating Expenses:	\$ 1,977,000	\$ 1,273,788	64%	\$ 1,991,436	\$ (14,436)	100.7%	
Police Department Operating Expenses							
Police Board	\$ 12,000	\$ 4,805	40%	\$ 12,000	\$ -	100.0%	
Police Administration	746,000	372,399	50%	784,703	(38,703)	105.2%	
Protective Services	4,648,700	2,364,591	51%	4,381,582	267,118	94.3%	
Community Program	19,800	261	1%	19,800	-	100.0%	
Integrated Units	189,600	41,138	22%	182,608	6,992	96.3%	
Police Building Maintenance	67,600	29,084	43%	67,782	(182)	100.3%	
Vehicle Maintenance	59,000	23,571	40%	54,000	5,000	91.5%	
Transfer to reserve for Retirement	8,400	-	0%	8,400	-	100.0%	
Transfer to Capital Reserve	21,800	10,900	50%	21,800	-	100.0%	
Transfer to Major Crimes Reserve	84,900	42,450	50%	84,900	-	100.0%	
Transfer to Police Vehicle Reserve	47,800	23,900	50%	47,800	-	100.0%	
Total Police Department Operating Expenses	\$ 5,905,600	\$ 2,913,099	49%	\$ 5,665,375	\$ 240,225	95.9%	

Schedule C – Operating Budget Forecasts June 30, 2023 (Continued)

Operating Expenses	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Fire Department Operating Expenses							
Fire Administration	\$ 744,300	\$ 291,714	39%	\$ 550,728	\$ 193,572	74.0%	
Suppression / Rescue	4,037,100	2,135,638	53%	4,040,000	(2,900)	100.1%	Significant overtime due to vacancies
Fire Prevention	165,200	83,740	51%	162,500	2,700	98.4%	Significant overtime due to vacancies
Fire Hall	39,000	20,132	52%	42,461	(3,461)	108.9%	
Training & Staff Development	67,800	18,335	27%	65,000	2,800	95.9%	
Fire Vehicles & Equipment	93,000	57,548	62%	88,625	4,375	95.3%	
Emergency Program	145,800	34,341	24%	101,741	44,059	69.8%	
Total Fire Department Operating Expenses	\$ 5,292,200	\$ 2,641,449	50%	\$ 5,051,055	\$ 241,145	95.4%	
Building & Planning Operating Expenses							
Planning	\$ 788,300	\$ 299,978	38%	\$ 768,701	\$ 19,599	97.5%	
Inspections	291,000	162,486	56%	279,100	11,900	95.9%	
Bylaw Enforcement	215,500	111,629	52%	216,500	(1,000)	100.5%	
Animal Control	92,400	84,537	91%	91,000	1,400	98.5%	
Deer Management	51,700	-	0%	51,700	-	100.0%	
Heritage Commission	11,500	495	4%	10,500	1,000	91.3%	
Climate Action Grants & Rebates	31,200	-	0%	-	31,200	0.0%	
Total Building & Planning Operating Expenses	\$ 1,481,600	\$ 659,125	44%	\$ 1,417,501	\$ 64,099	95.7%	
Engineering Services Operating Expense							
Engineering Administration	\$ 1,404,300	\$ 694,439	49%	\$ 1,400,859	\$ 3,441	99.8%	
Total Engineering Services Operating Expenses	\$ 1,404,300	\$ 694,439	49%	\$ 1,400,859	\$ 3,441	99.8%	
Public Works Operating Expense							
Yard & Building	\$ 230,700	\$ 123,340	53%	\$ 203,850	\$ 26,850	88.4%	
Safety Program	33,600	58,337	174%	80,000	(46,400)	238.1%	
Stores	135,400	71,540	53%	135,500	(100)	100.1%	
Road Repair	639,000	312,913	49%	539,450	99,550	84.4%	
Drainage	531,800	379,182	71%	484,075	47,725	91.0%	
Street Cleaning	129,700	66,971	52%	129,700	-	100.0%	
Leaf Pickup Program	249,600	138,291	55%	214,190	35,410	85.8%	
Snow Removal	92,300	32,232	35%	75,220	17,080	81.5%	
Noxious Weed Program	6,600	4,458	68%	8,650	(2,050)	131.1%	
Street Lighting	275,300	164,090	60%	246,410	28,890	89.5%	
Signs and Traffic Signals	229,300	132,716	58%	229,300	-	100.0%	
Solid Waste	1,626,600	833,871	51%	1,559,010	67,590	95.8%	
Events	115,600	85,958	74%	123,859	(8,259)	107.1%	Oak Bay Tea Party and other events over budget
Other Public Works	18,700	1,430	8%	4,200	14,500	22.5%	
Total Public Works Operating Expenses	\$ 4,314,200	\$ 2,405,329	56%	\$ 4,033,414	\$ 280,786	93.5%	
Sewer Utility Operating Expense							
Sewer Administration	\$ 89,200	\$ 31,364	35%	\$ 89,200	\$ -	100.0%	
Sewer Collection & Repair Program	784,100	376,196	48%	703,900	80,200	89.8%	
Inflow & Infiltration	22,500	-	0%	22,500	-	100.0%	
Sewer Utility Operating Expenses	\$ 895,800	\$ 407,560	45%	\$ 815,600	\$ 80,200	91.0%	

Schedule C – Operating Budget Forecasts June 30, 2023 (Continued)

Operating Expenses	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Water Utility Operating Expense							
Administration	\$ 107,200	\$ 53,619	50%	\$ 107,200	\$ -	100.0%	
Maintenance & Valve Turning	1,070,500	449,911	42%	860,300	210,200	80.4%	
Backflow prevention	23,600	4,819	20%	30,000	(6,400)	127.1%	
Pumping	9,300	5,553	60%	11,100	(1,800)	119.4%	
Collection	208,900	124,064	59%	239,800	(30,900)	114.8%	
Safety program	34,000	21,841	64%	34,500	(500)	101.5%	
Water purchased	2,564,500	1,100,981	43%	2,700,000	(135,500)	105.3%	
Water Utility Operating Expenses	\$ 4,018,000	\$ 1,760,788	44%	\$ 3,982,900	\$ 35,100	99.1%	
Parks, Recreation & Culture Operating Expense							
Ambassador Program	\$ -	\$ -	N/A	\$ -	\$ -	N/A	
Administration-r	2,491,700	1,276,964	51%	2,519,574	(27,874)	101.1%	
Building Maintenance-OBPR	2,769,400	1,457,191	53%	2,804,062	(34,662)	101.3%	
Henderson-e	1,166,900	435,475	37%	1,198,698	(31,798)	102.7%	
Henderson Fitness-e	275,200	150,061	55%	298,627	(23,427)	108.5%	
OBRC Fitness-e	284,600	169,817	60%	366,566	(81,966)	128.8%	
Aquatics-e	1,183,500	585,639	49%	1,274,180	(90,680)	107.7%	
Arena-e	309,600	160,741	52%	320,906	(11,306)	103.7%	
Food Services-e	363,400	193,422	53%	377,075	(13,675)	103.8%	
Indoor Sports Field-e	199,900	41,604	21%	198,789	1,111	99.4%	
Sailing-e	37,500	1,425	4%	46,122	(8,622)	123.0%	
Licensed Care-e	787,600	386,760	49%	740,558	47,042	94.0%	
Youth Centre-e	93,700	29,056	31%	99,725	(6,025)	106.4%	
Tennis-e	532,600	280,473	53%	576,756	(44,156)	108.3%	
Monterey Centre-e	1,016,600	530,594	52%	1,056,700	(40,100)	103.9%	
Par 3 Golf-e	233,600	110,221	47%	222,237	11,363	95.1%	
Cultural Events-e	106,000	53,859	51%	114,388	(8,388)	107.9%	
Invasive Species Removal	99,000	34,016	34%	107,205	(8,205)	108.3%	
Public Works-e	26,800	11,212	42%	24,735	2,065	92.3%	
Tree Cutting & Planting	762,900	383,006	50%	757,403	5,497	99.3%	
Benches	18,700	8,655	46%	15,207	3,493	81.3%	
Playgrounds	683,600	347,604	51%	720,052	(36,452)	105.3%	
Lawn & Garden	279,300	174,457	62%	276,131	3,169	98.9%	
Field Maintenance	211,600	153,390	72%	209,756	1,844	99.1%	
Boulevard Maintenance	380,600	172,341	45%	368,286	12,314	96.8%	
Small Buildings	240,600	102,750	43%	240,172	428	99.8%	
Leaf Clearing	43,700	7,400	17%	40,854	2,846	93.5%	
Total Parks, Recreation & Culture Operating Expenses	\$ 14,598,600	\$ 7,258,134	50%	\$ 14,974,764	\$ (376,164)	102.6%	

Schedule C – Capital Budget Forecasts June 30, 2023

Capital Expenditures - Corporate Administration	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
EDRM System	252,200	15,155	6.0%	20,000	232,200	7.9%	
Website Upgrade (carry-over)	120,000	-	0.0%	10,000	110,000	8.3%	
Total Capital Expenditures - Corporate Administration	\$ 372,200	\$ 15,155	4.1%	\$ 30,000	\$ 342,200	8.1%	

Capital Expenditures - Finance & IT	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
IT Proj. Management Div Projects	170,000	-	0.0%	120,000	50,000	70.6%	
Network & Other IT Hardware	147,000	2,609	1.8%	147,000	-	100.0%	
PC Hardware Replacement	60,000	90,166	150.3%	60,000	-	100.0%	Phone system replacement deferred
New PC Hardware for new Employees	40,000	-	0.0%	40,000	-	100.0%	
Asset Management Software Phase 1: Scoping	50,000	-	0.0%	-	50,000	0.0%	
Total Capital Expenditures - Finance & IT	\$ 467,000	\$ 92,775	19.9%	\$ 367,000	\$ 100,000	78.6%	

Capital Expenditures - Facilities	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Public Works Yard Improvements	150,000	-	0.0%	-	150,000	0.0%	
Public Works Heat / Air Exchanger	45,000	-	0.0%	-	45,000	0.0%	
Recycle Yard Fence Improvements	85,000	-	0.0%	-	85,000	0.0%	
Park's Roof	90,000	92,596	102.9%	92,596	(2,596)	102.9%	
Marina Structural Repairs (carry-over)	1,386,000	-	0.0%	-	1,386,000	0.0%	
Feasibility Study - Fire Hall/Police Station	100,000	-	0.0%	-	100,000	0.0%	
Fire Hall/Police Station -Design & Build	50,000	-	0.0%	-	50,000	0.0%	
Fire Hall Heat Pump	45,000	45,000	100.0%	45,000	-	100.0%	
Fire Hall Washroom	180,000	-	0.0%	180,000	-	100.0%	
Facilities General Capital Program	425,000	128,627	30.3%	425,000	-	100.0%	
1538 Monterey Capital Repairs	635,000	86,267	13.6%	126,000	509,000	19.8%	
Athlone Court Offices	25,000	12,491	50.0%	25,000	-	100.0%	
Tod Hous Feasibility Study	12,000	-	0.0%	-	12,000	0.0%	
Municipal Hall External Washrooms	100,000	-	0.0%	100,000	-	100.0%	
Monterey Apartments/Library/Recreation Centre Feas	15,000	-	0.0%	-	15,000	0.0%	
Public Works Building Feasibility Study	250,000	-	0.0%	-	250,000	0.0%	
Library Emergency Asbestos Abatement	100,000	127,618	127.6%	-	100,000	0.0%	
Total Capital Expenditures - Facilities Department	\$ 3,693,000	\$ 492,600	13.3%	\$ 993,596	\$ 2,699,404	26.9%	

Capital Expenditures - Police Department	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Police Vehicle Replacement	\$ 90,000	\$ 1,500	1.7%	90,000	\$ -	100.0%	
Police Computer Equipment Replacement	40,000	33,977	84.9%	40,000	-	100.0%	
Traffic Enforcement Equipment	5,000	-	0.0%	5,000	-	100.0%	
Police Firearms	35,000	-	0.0%	35,000	-	100.0%	
Police Building Repairs	10,000	3,259	32.6%	10,000	-	100.0%	
Total Capital Expenditures - Police Department	\$ 180,000	\$ 38,736	21.5%	\$ 180,000	\$ -	100.0%	

Capital Expenditures - Fire Department	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Engine with Light rescue (carry-over)	\$ 910,000	\$ -	0.0%	\$ 910,000	\$ -	100.0%	Construction proceeds
Site Preparation: Portable Apparatus Bay (carry-over)	250,000	-	0.0%	200,000	50,000	80.0%	
Ladder Truck with Heavy Rescue (carry-over)	1,469,000	92,288	6.3%	1,469,000	-	100.0%	Construction proceeds
Thermal Imaging Protective Equipment (carry-over)	36,000	-	0.0%	36,000	-	100.0%	
Electric Pickup Truck	90,000	-	0.0%	-	90,000	0.0%	
Mobile Data Terminals (carry-over)	20,000	-	0.0%	20,000	-	100.0%	
Technical Rescue Protective Equipment	50,000	-	0.0%	50,000	-	100.0%	
AED Replacement	15,000	14,570	97.1%	14,570	430	97.1%	
Training Room Modernization	30,000	-	0.0%	-	30,000	0.0%	
Fire Personal Protective Equipment	16,000	6,863	42.9%	16,000	-	100.0%	Deferred
Total Capital Expenditures - Fire Department	\$ 2,886,000	\$ 113,721	3.9%	\$ 2,715,570	\$ 170,430	94.1%	

Capital Expenditures - Engineering Services	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Transportation Safety Improvements	500,000	50,136	10.0%	500,000	-	100.0%	
Road Reconstruction Program	3,600,000	393,667	10.9%	2,994,000	606,000	83.2%	
Storm Sewer Rehabilitation	1,500,000	1,275,215	85.0%	1,725,000	(225,000)	115.0%	
Uplands Sewer Separation	8,832,000	68,860	0.8%	250,000	8,582,000	2.8%	Tender documents being prepared
Active Transportation Program	408,100	-	0.0%	408,100	-	100.0%	
Street and Intersection Pole Replacement Program	150,000	-	0.0%	50,000	100,000	33.3%	
Electrical Streetlight Kiosks - Uplands and Rutland	130,000	-	0.0%	-	130,000	0.0%	
McNeill Bay/McMicking Point Foreshore Erosion Miti	1,269,100	49,281	3.9%	150,000	1,119,100	11.8%	
Foreshore Infrastructure	50,000	4,450	8.9%	4,450	45,550	8.9%	
Bowker Creek Walkway Railings	250,000	-	0.0%	-	250,000	0.0%	
Public Works Vehicle and Equipment Replacement	1,984,300	751,550	37.9%	1,000,000	984,300	50.4%	
Engineering General Equipment	70,000	39,089	55.8%	70,000	-	100.0%	
Total Capital Expenditures - Engineering Services	\$ 18,743,500	\$ 2,632,250	14.0%	\$ 7,151,550	\$ 11,591,950	38.2%	

Schedule C – Capital Budget Forecasts June 30, 2023 (Continued)

Capital Expenditures - Sewer Utility	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Sewer Main Rehabilitation & Manhole Replacement	\$ 2,800,000	\$ 65,105	2.3%	2,881,000	\$ (81,000)	102.9%	
Total Capital Expenditures - Sewer Utility	\$ 2,800,000	\$ 65,105	2.3%	\$ 2,881,000	\$ (81,000)	102.9%	

Capital Expenditures - Water Utility	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
Watermain & Hydrant Replacement	\$ 2,612,500	\$ 225,593	8.6%	2,000,000	\$ 612,500	76.6%	
New Service Connections	140,800	176,291	125.2%	350,000	(209,200)	248.6%	
Water Distribution System Remote Monitoring Upgrar	200,000	-	0.0%	-	200,000	0.0%	
Total Capital Expenditures - Water Utility	\$ 2,953,300	\$ 401,884	13.6%	\$ 2,350,000	\$ 603,300	79.6%	

Capital Expenditures - Parks, Recreation & Cultu	2023 Budget	2023 YTD	YTD %	2023 Forecast	Forecast Variance	Fore. %	Comment
OBRC Facilities Maintenance	\$ 136,700	\$ -	0.0%	136,700	\$ -	100.0%	
OBRC Parking Lot Rehabilitation Options	99,000	-	0.0%	-	99,000	0.0%	
Henderson Gym Roof Replacement	266,000	-	0.0%	175,000	91,000	65.8%	
Monterey Building Maintenance	5,800	-	0.0%	5,800	-	100.0%	
Parks Facilities	68,200	-	0.0%	68,200	-	100.0%	
Carnarvon Park Building & Park Design and Build	655,000	-	0.0%	50,000	605,000	7.6%	
OBRC Chiller (carry-over)	159,000	102,584	64.5%	102,584	56,416	64.5%	
Parks Equipment	72,900	-	0.0%	72,900	-	100.0%	
Tennis Bubble Heating Upgrade	300,000	272,421	90.8%	300,000	-	100.0%	
Henderson General Equipment	10,000	-	0.0%	-	10,000	0.0%	
OBRC General Equipment	146,400	18,219	12.4%	146,400	-	100.0%	
Electric Zamboni Replacement	250,000	250,000	100.0%	250,000	-	100.0%	
Monterey General Equipment	5,700	-	0.0%	5,700	-	100.0%	
Henderson/Kiwanis Park Playground Equipment	202,700	-	0.0%	202,700	-	100.0%	
Pool Dehumidifier	50,000	37,130	74.3%	-	50,000	0.0%	
Public Art	60,000	-	0.0%	60,000	-	100.0%	
Total Capital Expenditures - Parks, Recreation & Cult	\$ 2,487,400	\$ 680,354	27.4%	\$ 1,575,984	\$ 911,416	63.4%	

