



**Finance
Advisory Committee
Meeting Agenda**

Wednesday, September 25, 2019

5:30 p.m.

**Holland Room
Aurora Town Hall**

Public Release
September 20, 2019



Town of Aurora Finance Advisory Committee Meeting Agenda

Date: Wednesday, September 25, 2019

Time and Location: 5:30 p.m., Holland Room, Aurora Town Hall

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

Finance Advisory Committee Meeting Minutes of June 26, 2019

Recommended:

That the Finance Advisory Committee meeting minutes of June 26, 2019, be received for information.

4. Delegations

5. Consideration of Items

1. Review of Detailed Financial Budget Information

Re: Corporate Services

Recommended:

1. That the comments and suggestions of the Review of Detailed Financial Budget Information for Corporate Services be received and referred to staff for consideration and action as appropriate.

2. Memorandum from Project Management Office

Re: Town's Major Capital Projects Update

Recommended:

1. That the memorandum regarding Town's Major Capital Projects Update be received for information.

3. Draft 2020 Detailed Capital Investment Plan

Recommended:

1. That the Town's Draft 2020 Detailed Capital Investment Plan be received for information.

6. New Business

7. Adjournment



**Town of Aurora
Finance Advisory Committee
Meeting Minutes**

Date: Wednesday, June 26, 2019

Time and Location: 5:30 p.m., Holland Room, Aurora Town Hall

Committee Members: Councillor Michael Thompson (Chair), Councillor Harold Kim (arrived at 5:48 p.m.), and Mayor Tom Mrakas

Member(s) Absent: None

Other Attendees: Len Baulmer, Treasurer, Aurora Historical Society, Erika Mazanik, Executive Director/Curator, Hillary House, Doug Nadorozny, Chief Administrative Officer, Rachel Wainwright-van Kessel, Director of Financial Services, Jason Gaertner, Manager, Financial Planning, Karen Oreto, Financial Analyst, and Ishita Soneji, Council/Committee Coordinator

Councillor Kim was appointed to the Finance Advisory Committee in place of Councillor Gallo at the Council meeting of June 25, 2019.

The Chair called the meeting to order at 5:43 p.m.

1. Approval of the Agenda

**Moved by Mayor Mrakas
Seconded by Councillor Thompson**

That the agenda as circulated by Legislative Services be approved.

Carried

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2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

3. Receipt of the Minutes

Finance Advisory Committee Meeting Minutes of May 22, 2019

Moved by Mayor Mrakas

Seconded by Councillor Thompson

That the Finance Advisory Committee meeting minutes of May 22, 2019, be received for information.

Carried

4. Delegations

None

5. Consideration of Items

The Committee consented to consider the items in the following order: Items 3, 2, 1, and 4.

1. Review of Detailed Budget Information Re: Aurora Historical Society

Mr. Len Baulmer, Treasurer of the Aurora Historical Society provided a brief overview of the line-by-line analysis and year-to-date comparison of the budget for the Aurora Historical Society including details on the grant revenue by source, decrease in expenditures over the years, and operating cost rationalization strategies to compensate for allocation towards community outreach programs and future capital projects. He identified the budget pressures including possible decrease in funding from the Province and the need of additional funding for major structural rehabilitation and heritage restoration.

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The Committee inquired about the multi-year budget framework for the Society and its possible impact on the annual funding, and staff noted that the process would allow for planning for multiple years and identify specific budget requirements for each year where necessary.

**Moved by Councillor Gallo
Seconded by Mayor Mrakas**

1. That the comments and suggestions of the Review of Detailed Financial Budget Information for Aurora Historical Society be received and referred to staff for consideration and action as appropriate.

Carried

**2. Memorandum from Project Management Office
Re: Town's Major Capital Projects Update**

Staff provided a brief update on the status of Town's current major capital projects and noted that all projects are on schedule and meeting the budget targets.

**Moved by Councillor Kim
Seconded by Mayor Mrakas**

1. That the memorandum regarding Town's Major Capital Projects Update be received for information.

Carried

**3. Round Table Discussion
Re: Review of General Committee Report No. FS19-018 – Capital Close
Report as of December 31, 2018**

Staff provided a brief overview of the report. The Committee expressed no concerns and requested that the report be brought to a future Council meeting.

**Moved by Mayor Mrakas
Seconded by Councillor Kim**

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1. That the comments and suggestions of the Review of General Committee Report No. FS19-018 – Capital Close Report as of December 31, 2018 be received; and
2. That Report No. FS19-018 – Capital Close Report as of December 31, 2018 be brought to a future meeting of Council.

Carried

**4. Distribution and Introduction of Detailed Financial Budget Information
Re: Corporate Services Department**

Staff noted that Techa van Leeuwen, Director of Corporate Services, would be present at the next meeting to review the detailed budget information for Corporate Services. The Committee requested further information regarding the election and salary expenses.

**Moved by Mayor Mrakas
Seconded by Councillor Kim**

1. That the detailed financial budget information for Corporate Services Department be received and deferred for discussion and detailed review at the September 25, 2019 meeting of the Finance Advisory Committee.

Carried

6. New Business

None

7. Adjournment

**Moved by Councillor Kim
Seconded by Mayor Mrakas**

That the meeting be adjourned at 6:16 p.m.

Carried

TOWN OF AURORA
 LINE-BY-LINE ANALYSIS - YTD Comparison
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05 Corporate Services

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
3-1000 MARRIAGE LICENSES	-18,450	-24,708	-26,358	-22,000	-25,000	3,000	13.6%	1,650	6.7%	
3-1001 LOTTERY LICENSES	-2,456	-3,006	-2,481	-2,500	-2,000	-500	(20.0%)	-525	(17.5%)	
3-1002 BURIAL/BIRTH LICENSES	-7,686	-8,855	-7,330	-5,500	-5,500	-	-	-1,525	(17.2%)	
3-1003 BYLAW LICENSES	-49,510	-56,904	-57,702	-47,000	-60,000	13,000	27.7%	798	1.4%	
3-1004 PARKING PERMITS	-6,890	-6,985	-8,495	-6,600	-6,800	200	3.0%	1,510	21.6%	
3-1012 FARMERS MARKET PERMITS	-3,750	-3,150	-2,850	-3,800	-3,850	50	1.3%	-300	(9.5%)	Higher parking enforcement due to the introduction of dedicated animal control officer & winter overnight parking strategy
3-1050 COURT FINES	-56,935	-65,266	-60,388	-80,000	-82,000	2,000	2.5%	-4,878	(7.5%)	
3-1052 PARKING VIOLATIONS	-85,271	-64,595	-88,414	-75,000	-105,000	30,000	40.0%	23,819	36.9%	
3-1102 ADMINISTRATIVE FEES	-67,211	-78,722	-41,658	-65,000	-65,000	-	-	-37,064	(47.1%)	A decrease in fees from development related legal agreements
3-1108 DOG TAGS	-21,766	-25,702	-32,832	-35,000	-45,000	10,000	28.6%	7,130	27.7%	
3-1109 CAT TAGS	-1,821	-726	-920	-2,000	-2,000	-	-	194	26.7%	
3-1113 AFFIDAVITS/COMMISSIONING	-4,381	-5,522	-8,797	-10,000	-7,500	-2,500	(25.0%)	3,275	59.3%	
3-1114 FREEDOM OF INFORMATION FEES	-4,149	-821	-4,323	-1,000	-1,500	500	50.0%	3,502	426.6%	
3-1117 CIVIL MARRIAGES	-7,552	-11,121	-12,859	-8,000	-10,000	2,000	25.0%	1,738	15.6%	
3-1201 OTHER	-2,296	-2,385	-10,557	-3,030	-370,354	367,324	12,122.9%	8,172	342.6%	
3-1202 GENERAL	-246	-3,967	-24,407	-2,000	-5,500	3,500	175.0%	20,440	515.3%	2018 revenue from insurance claim payment
3-1900 CONTRIBUTION FROM CAPITAL	-79,361	-4,000	-	-	-	-	-	-4,000	(100.0%)	
3-1901 CONTRIBUTION FROM DISCRETIONARY RESER	-	-	-192,879	-368,879	-	-368,879	(100.0%)	192,879	(100.0%)	2018 draw from reserve for election
3-1975 CIL PARKLAND CONTRIBUTION	-50,000	-10,000	10,000	-	-	-	-	-20,000	(200.0%)	2018 entry was booked backwards in error
Total Revenue	-469,731	-376,435	-573,250	-737,309	-797,004	59,695	8.1%	196,815	52.3%	
EXPENSE:										
4-2000 SALARIES - F/T	3,105,734	3,529,839	3,665,551	4,047,978	4,275,463	227,485	5.6%	-135,712	3.8%	
4-2001 SALARIES - O/T	2,888	5,707	11,788	10,589	10,589	-	-	6,081	106.6%	
4-2002 SALARIES - P/T	332,136	334,249	428,673	286,441	361,739	75,298	26.3%	94,424	28.2%	2018 includes the coverage of a maternity leaves - savings are reflected in the full time salary line to offset this expense
4-2003 VACATION PAY	9,612	-	-	-	-	-	-	-	-	
4-2004 SICK PAY	1,039	-	-	-	-	-	-	-	-	
4-2005 LIEU TIME	2,210	-	-	-	-	-	-	-	-	
4-2090 YEAR END ACCRUALS	-20,045	64,781	11,146	-	-	-	-	(53,635)	(82.8%)	Variance due to calendarization of annula salaries
4-2100 BENEFITS - OMERS	330,174	385,011	399,362	428,083	444,826	16,743	3.9%	14,351	3.7%	
4-2101 BENEFITS - EHT	64,953	75,211	79,730	82,016	89,193	7,177	8.8%	4,519	6.0%	
4-2102 BENEFITS - WSIB	23,986	26,349	27,703	31,545	34,306	2,761	8.8%	1,354	5.1%	
4-2103 BENEFITS - CPP	115,081	120,340	132,460	127,331	144,409	17,078	13.4%	12,120	10.1%	
4-2104 BENEFITS - EI	61,493	55,451	61,656	60,089	67,675	7,586	12.6%	6,205	11.2%	
4-2105 BENEFITS - DENTAL	51,212	60,383	61,283	76,038	79,510	3,472	4.6%	900	1.5%	
4-2106 BENEFITS - HEALTH	99,187	111,745	113,931	130,040	139,228	9,188	7.1%	2,186	2.0%	
4-2107 BENEFITS - LTD/ADD	54,061	64,202	79,138	80,002	91,856	11,854	14.8%	14,936	23.3%	
4-2108 BENEFITS - OTHER	14,023	17,034	18,912	20,003	20,983	980	4.9%	1,878	11.0%	
4-2200 WAGE RECOVERY	-79,200	-149,800	-	-	-	-	-	149,800	100.0%	All recoveries from Water for provision of services by the rest of the Town were consolidated in 01490 (Corporate Accounts) starting in 2018
4-2201 SALARY SAVINGS	-	-	-	-33,874	-33,874	-	-	-	-	
TOTAL SALARIES & BENEFITS	4,168,544	4,700,502	5,091,333	5,346,281	5,725,903	379,622	7.1%	390,831	8.3%	
4-3000 PURCHASE CARD CLEARING	1,775	-126	-212	-	-	-	-	(86)	(68.3%)	
4-4000 OFFICE SUPPLIES	10,564	8,974	17,182	11,411	11,673	262	2.3%	8,208	91.5%	
4-4004 SUBSCRIPTIONS/PUBLICATIONS	28,222	33,185	37,207	25,000	25,000	-	-	4,022	12.1%	
4-4005 MARRIAGE LICENSES	6,720	8,354	10,417	7,500	8,500	1,000	13.3%	2,063	24.7%	
4-4006 OFFICE EQUIPMENT	3,067	4,823	5,488	4,600	7,450	2,850	62.0%	665	13.8%	
4-4007 COMPUTER SUPPLIES	7,172	8,030	6,679	7,140	7,283	143	2.0%	(1,351)	(16.8%)	
4-4008 SOFTWARE	2,188	2,188	99,989	-	-	-	-	97,801	4,469.9%	2018 Election expense
4-4009 SAFETY SUPPLIES	7,256	2,773	1,587	3,000	3,000	-	-	(1,186)	(42.8%)	
4-4010 CLOTHING ALLOWANCE	13,683	5,507	15,003	8,810	12,720	3,910	44.4%	9,496	172.4%	
4-4015 OPERATING MATERIALS	15,308	12,690	29,717	14,550	31,075	16,525	113.6%	17,027	134.2%	
4-4016 DOG TAGS	2,242	-	-	3,120	3,150	30	1.0%	-	0.0%	

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05 Corporate Services

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4-4018 LICENSES	81,703	180,632	162,659	188,097	188,187	90	0.0%	(17,973)	(10.0%)	
4-4019 VEHICLE SUPPLIES	1,202	727	10,761	1,545	2,000	455	29.4%	10,034	1,380.2%	
4-4021 EQUIPMENT - OTHER	9,380	2,852	1,760	-	7,100	7,100	-	(1,092)	(38.3%)	
4-4028 COST REALLOCATIONS	-87,844	-101,035	-89,743	-90,000	-90,000	-	-	11,292	11.2%	
4-4045 MUNICIPAL BUSINESS	3,950	5,216	5,434	4,150	4,200	50	1.2%	218	4.2%	
4-4047 SUPPLIES	1,206	-	-	-	-	-	-	-	-	
4-4048 FUEL COSTS	-	-	-	-	10,000	10,000	-	-	-	
4-4057 COPIERS, PRINTERS AND FAXES	94,970	87,883	87,589	90,000	90,000	-	-	(294)	(0.3%)	
4-4065 WORKPLACE ACCOMMODATIONS	509	2,374	1,606	2,500	2,500	-	-	(768)	(32.4%)	
4-5018 TELEPHONE LINES	68,647	73,363	76,465	74,250	74,750	500	0.7%	3,102	4.2%	
4-5020 LONG DISTANCE LINES	1,115	1,068	942	1,500	1,500	-	-	(126)	(11.8%)	
4-5021 MOBILE PLAN CHARGES	79,920	81,231	15,834	18,031	18,563	532	3.0%	(65,397)	(80.5%)	Mobile Charges (budget and actuals) have been allocated directly to all departments to allow them better control of their costs
4-5022 CORPORATE FAX LINES	6,194	5,426	6,001	6,000	6,000	-	-	575	10.6%	
4-5023 INTERNET LINE	18,215	20,881	18,489	25,000	25,000	-	-	(2,392)	(11.5%)	
4-5024 TELEPHONE SERVICE AGREEMENT	6,331	16,310	29,902	20,000	19,000	(1,000)	(5.0%)	13,592	83.3%	
4-5026 COURSES & SEMINARS	16,572	13,312	23,025	29,060	35,960	6,900	23.7%	9,713	73.0%	
4-5027 MANDATORY COURSES & SEMINARS	3,560	3,586	9,898	5,507	6,740	1,233	22.4%	6,312	176.0%	
4-5028 MEMBERSHIPS	30,995	38,083	42,919	43,478	47,757	4,279	9.8%	4,836	12.7%	
4-5029 MILEAGE	2,716	2,077	2,131	3,613	3,188	(425)	(11.8%)	54	2.6%	
4-5031 GENERAL OFFICE EQUIPMENT	4,289	6,056	-592	2,000	1,800	(200)	(10.0%)	(6,648)	(109.8%)	
4-5032 VEHICLE REPAIRS	34	961	-	1,030	4,000	2,970	288.3%	(961)	(100.0%)	
4-5033 EQUIPMENT REPAIRS	10,590	10,717	23,928	9,600	2,500	(7,100)	(74.0%)	13,211	123.3%	
4-5034 EQUIPMENT RENTALS	-	-	967	-	-	-	-	967	-	
4-5037 PROPERTY IMPROVEMENT	27,232	1,036	9,166	1,015	1,630	615	60.6%	8,130	784.7%	
4-5039 INSURANCE FEES	520,941	541,229	551,000	551,000	552,400	1,400	0.3%	9,771	1.8%	
4-5040 INSURANCE ADJUSTER	12,613	22,394	33,246	60,000	60,000	-	-	10,852	48.5%	
4-5041 INSURANCE CLAIM DEDUCTIBLE	47,870	22,668	35,845	-	-	-	-	13,177	58.1%	
4-5042 ADVERTISING	-	6,187	21,380	18,000	19,500	1,500	8.3%	15,193	245.6%	
4-5043 CONSULTING	47,222	74,133	42,859	38,000	39,000	1,000	2.6%	(31,274)	(42.2%)	2017 Consulting related to compensation review
4-5044 POSTAGE	101,738	72,477	104,978	105,000	107,500	2,500	2.4%	32,501	44.8%	2018 election expense
4-5045 PHOTOCOPIER CHARGES	21,350	18,061	16,004	19,710	19,210	(500)	(2.5%)	(2,057)	(11.4%)	
4-5046 PRINTING	2,509	4,668	6,872	4,390	5,190	800	18.2%	2,204	47.2%	
4-5049 POLICE SEARCHES	-	-	1,143	-	15,500	15,500	-	1,143	0.0%	
4-5050 APPRAISALS	19,779	27,890	20,699	-	-	-	-	(7,191)	(25.8%)	
4-5052 SEARCHES & REGISTRATIONS	27,753	26,012	32,125	20,000	20,000	-	-	6,113	23.5%	
4-5054 PLANNING & DEVELOPMENT	263,151	85,614	22,361	50,000	35,000	(15,000)	(30.0%)	(63,253)	(73.9%)	Less development related outside legal costs than previous year
4-5055 ADVOCACY	52,679	60,984	65,126	50,000	50,000	-	-	4,142	6.8%	
4-5056 PERSONNEL ADMINISTRATION	18,214	24,928	58,247	20,000	30,000	10,000	50.0%	33,319	133.7%	More external HR legal assistance required in 2018 than previous year
4-5057 ADJUSTOR RECOVERY	-	-	2,366	-	-	-	-	2,366	-	
4-5058 TEMPORARY STAFF	-	-	53,535	-	-	-	-	53,535	-	
4-5059 CONTRACTS	294,427	361,251	250,098	663,501	320,223	(343,278)	(51.7%)	(111,153)	(30.8%)	2018 Election expense
4-5060 COST RECOVERY	-9,210	-21,185	-2,847	-15,000	-15,000	-	-	18,338	86.6%	
4-5061 SOFTWARE ANNUAL MTCE SUPPORT	420,857	353,297	480,089	490,924	490,899	(25)	(0.0%)	126,792	35.9%	2018 includes the introduction of annual fees for Laserfiche as well as increased costs/expanded requirements for existing software maintenance agreements
4-5067 REGION GIS CONTRACT	-	-	-	-	15,000	15,000	-	-	-	
4-5084 OFFICE RELOCATES	1,109	173	519	1,000	1,000	-	-	346	200.0%	
4-5086 SECURITY	-	-	-	-	-	-	-	-	-	
4-5090 COURIER	3,863	2,419	2,542	3,800	3,300	(500)	(13.2%)	123	5.1%	
4-5095 INTEGRITY COMMISSIONER	-	-	-	-	20,000	20,000	-	-	-	
4-5098 ACCESSIBILITY COSTS	21,217	26,370	20,047	25,000	25,000	-	-	(6,323)	(24.0%)	
4-5099 APPLICATION VENDOR SUPPORT	-	1,160	5,134	3,000	3,000	-	-	3,974	342.6%	
4-5150 CULTURAL CENTRE SUPPORT/SERVICES	-	-	829	-	-	-	-	829	0.0%	
4-6001 BANK CHARGES	2,862	2,489	3,112	1,525	1,575	50	3.3%	623	25.0%	
4-6025 EMPLOYEE RECOGNITION	-	5,446	7,889	4,500	6,000	1,500	33.3%	2,443	44.9%	
4-6026 CORPORATE COURSES & SEMINARS	19,426	42,291	20,336	55,000	55,000	-	-	(21,955)	(51.9%)	N6 HR leaders were developing training program

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05 Corporate Services

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
4-8003 CONTRIBUTIONS TO DISCRETIONARY RESERVE	82,500	82,500	-	-	92,500	92,500	#DIV/0!	(82,500)	(100.0%)	2018 election - no contribution to reserve
TOTAL OTHER EXPENSES	2,452,553	2,382,610	2,517,732	2,690,857	2,544,023	(146,834)	(5.5%)	135,122	5.7%	
TOTAL EXPENSES	6,621,097	7,083,112	7,609,065	8,037,138	8,269,926	232,788	2.9%	525,953	7.4%	
NET BUDGET	6,151,366	6,706,677	7,035,815	7,299,829	7,472,922	173,093	2.4%	329,138	4.9%	

TOWN OF AURORA
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01301 LEGISLATIVE SERVICES

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
3-1114 FREEDOM OF INFORMATION FEES	-4,149	-821	-4,323	-1,000	-1,500	500	50.0%	3,502	426.6%	
3-1117 CIVIL MARRIAGES	-7,552	-11,121	-12,859	-8,000	-10,000	2,000	25.0%	1,738	15.6%	
3-1201 OTHER	-931	-	-	-	-	-	-	-	-	
3-1202 GENERAL	-246	-3,967	-24,407	-2,000	-3,000	1,000	50.0%	20,440	515.3%	2018 revenue from insurance claim payment
3-1900 CONTRIBUTION FROM CAPITAL	-79,361	-4,000	-	-	-	-	-	-4,000	(100.0%)	
Total Revenue	-92,239	-19,909	-41,589	-11,000	-14,500	3,500	31.8%	21,680	108.9%	
EXPENSE:										
4-2000 SALARIES - F/T	376,000	432,894	403,925	498,049	519,944	21,895	4.4%	(28,969)	(6.7%)	
4-2001 SALARIES - O/T	172	2,510	4,507	-	-	-	-	1,997	79.6%	
4-2002 SALARIES - P/T	91,844	14,953	11,702	20,050	20,439	389	1.9%	(3,251)	(21.7%)	
4-2003 VACATION PAY	5,760	-	-	-	-	-	-	-	0.0%	
4-2004 SICK PAY	347	-	-	-	-	-	-	-	0.0%	
4-2005 LIEU TIME	2,176	-	-	-	-	-	-	-	0.0%	
4-2090 YEAR END ACCRUALS	339	18,293	636	-	-	-	-	(17,657)	(96.5%)	
4-2100 BENEFITS - OMERS	35,030	45,137	41,155	53,765	56,777	3,012	5.6%	(3,982)	(8.8%)	
4-2101 BENEFITS - EHT	8,587	8,758	8,484	10,081	10,515	434	4.3%	(274)	(3.1%)	
4-2102 BENEFITS - WSIB	3,288	3,321	2,785	3,877	4,044	167	4.3%	(536)	(16.1%)	
4-2103 BENEFITS - CPP	18,844	15,432	14,189	16,388	16,729	341	2.1%	(1,243)	(8.1%)	
4-2104 BENEFITS - EI	10,138	7,212	6,268	7,662	7,863	201	2.6%	(944)	(13.1%)	
4-2105 BENEFITS - DENTAL	6,354	5,421	5,895	10,416	10,416	-	-	474	8.7%	
4-2106 BENEFITS - HEALTH	11,958	12,193	11,768	17,814	18,240	426	2.4%	(425)	(3.5%)	
4-2107 BENEFITS - LTD/ADD	6,388	7,766	10,055	10,275	11,799	1,524	14.8%	2,289	29.5%	
4-2108 BENEFITS - OTHER	1,671	1,996	2,347	2,569	2,695	126	4.9%	351	17.6%	
TOTAL SALARIES & BENEFITS	578,896	575,886	523,716	650,946	679,461	28,515	4.4%	(52,170)	(9.1%)	
4-4000 OFFICE SUPPLIES	3,882	2,541	2,236	4,000	3,000	(1,000)	(25.0%)	(305)	(12.0%)	
4-4004 SUBSCRIPTIONS/PUBLICATIONS	499	232	308	800	800	-	-	76	32.8%	
4-4006 OFFICE EQUIPMENT	536	1,519	317	1,000	1,250	250	25.0%	(1,202)	(79.1%)	
4-4045 MUNICIPAL BUSINESS	1,367	802	249	450	450	-	-	(553)	(69.0%)	
4-4047 SUPPLIES	1,206	-	-	-	-	-	-	-	0.0%	
4-5021 MOBILE PLAN CHARGES	-	-	716	772	796	24	3.1%	716	0.0%	
4-5026 COURSES & SEMINARS	2,754	366	1,755	3,500	3,500	-	-	1,389	379.5%	
4-5028 MEMBERSHIPS	1,362	707	1,032	2,000	2,800	800	40.0%	325	46.0%	
4-5029 MILEAGE	469	317	198	500	500	-	-	(119)	(37.5%)	
4-5039 INSURANCE FEES	520,941	541,229	-	-	-	-	-	(541,229)	100.0%	Insurance fees moved to 01202 (Legal)
4-5040 INSURANCE ADJUSTER	12,613	22,394	25,264	-	-	-	-	2,870	12.8%	
4-5041 INSURANCE CLAIM DEDUCTIBLE	47,870	22,668	35,845	-	-	-	-	13,177	58.1%	
4-5042 ADVERTISING	-	2,454	402	3,000	1,500	(1,500)	(50.0%)	(2,052)	(83.6%)	
4-5045 PHOTOCOPIER CHARGES	9,498	4,826	6,524	7,070	7,070	-	-	1,698	35.2%	
4-5046 PRINTING	-	154	1,841	500	1,250	750	150.0%	1,687	1,095.5%	
4-5059 CONTRACTS	6,297	5,889	7,253	17,000	12,000	(5,000)	(29.4%)	1,364	23.2%	
4-5060 COST RECOVERY	-	-3,670	2,916	-10,100	-10,100	-	-	6,586	179.5%	
4-5095 INTEGRITY COMMISSIONER	-	-	-	-	20,000	20,000	-	-	-	
TOTAL OTHER EXPENSES	609,294	602,428	86,856	30,492	44,816	14,324	47.0%	(515,572)	(85.6%)	
TOTAL EXPENSES	1,188,190	1,178,314	610,572	681,438	724,277	42,839	6.3%	(567,742)	(48.2%)	
NET BUDGET	1,095,951	1,158,405	568,983	670,438	709,777	39,339	5.9%	(589,422)	(50.9%)	

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01350 ELECTIONS

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
3-1901 CONTRIBUTION FROM DISCRETIONARY RESER	-	-	-192,879	-368,879	-	-368,879	(100.0%)	(192,879)	(100.0%)	2018 draw from reserve for election
Total Revenue	-	-	-192,879	-368,879	-	-368,879	(100.0%)	(192,879)	100.0%	
EXPENSE:										
4-2001 SALARIES - O/T	-	-	4,462	-	-	-	-	4,462	(100.0%)	
4-2002 SALARIES - P/T	-	-	77,752	81,855	-	(81,855)	(100.0%)	77,752	(100.0%)	
4-2101 BENEFITS - EHT	-	-	1,351	1,506	-	(1,506)	(100.0%)	1,351	(100.0%)	
4-2102 BENEFITS - WSIB	-	-	515	579	-	(579)	(100.0%)	515	(100.0%)	
4-2103 BENEFITS - CPP	-	-	2,622	2,619	-	(2,619)	(100.0%)	2,622	(100.0%)	
4-2104 BENEFITS - EI	-	-	1,223	1,194	-	(1,194)	(100.0%)	1,223	(100.0%)	
TOTAL SALARIES & BENEFITS	-	-	87,925	87,753	-	(87,753)	(100.0%)	87,925	(100.0%)	
4-4000 OFFICE SUPPLIES	-	-	8,768	-	-	-	-	8,768	(100.0%)	
4-4008 SOFTWARE	2,188	2,188	99,989	-	-	-	-	97,801	4,469.9%	2018 Election expense
4-4015 OPERATING MATERIALS	-	-	12,386	-	-	-	-	12,386	(100.0%)	
4-5029 MILEAGE	-	-	45	-	-	-	-	45	(100.0%)	
4-5034 EQUIPMENT RENTALS	-	-	967	-	-	-	-	967	(100.0%)	
4-5042 ADVERTISING	-	-	6,289	-	-	-	-	6,289	(100.0%)	
4-5044 POSTAGE	-	-	17,087	-	-	-	-	17,087	(100.0%)	
4-5046 PRINTING	-	-	2,262	-	-	-	-	2,262	(100.0%)	
4-5058 TEMPORARY STAFF	-	-	53,535	-	-	-	-	53,535	(100.0%)	2018 Election expense
4-5059 CONTRACTS	-100	-	20,634	390,170	-	(390,170)	(100.0%)	20,634	(100.0%)	2018 Election expense
4-8003 CONTRIBUTIONS TO DISCRETIONARY RESERVE	82,500	82,500	-	-	92,500	92,500	(100.0%)	(82,500)	(100.0%)	2018 election - no contribution to reserve
TOTAL OTHER EXPENSES	84,588	84,688	221,962	390,170	92,500	(297,670)	(76.3%)	137,274	162.1%	
TOTAL EXPENSES	84,588	84,688	309,887	477,923	92,500	(385,423)	(80.6%)	225,199	265.9%	
NET BUDGET	84,588	84,688	117,008	109,044	92,500	(16,544)	(15.2%)	32,320	38.2%	

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02402 BY-LAW & LICENSING

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
3-1003 BYLAW LICENSES	-49,510	-56,904	-57,702	-47,000	-60,000	13,000	27.7%	798	1.4%	
3-1004 PARKING PERMITS	-6,890	-6,985	-8,495	-6,600	-6,800	200	3.0%	1,510	21.6%	
3-1012 FARMERS MARKET PERMITS	-3,750	-3,150	-2,850	-3,800	-3,850	50	1.3%	-300	(9.5%)	
3-1050 COURT FINES	-56,935	-65,266	-60,388	-80,000	-82,000	2,000	2.5%	-4,878	(7.5%)	
3-1052 PARKING VIOLATIONS	-85,271	-64,595	-88,414	-75,000	-105,000	30,000	40.0%	23,819	36.9%	Higher parking enforcement due to the introduction of dedicated animal control officer & winter overnight parking strategy
3-1201 OTHER	-1,365	-2,385	-6,765	-2,030	-2,500	470	23.2%	4,380	183.6%	
Total Revenue	-203,721	-199,285	-224,614	-214,430	-260,150	45,720	21.3%	25,329	12.7%	
EXPENSE:										
4-2000 SALARIES - F/T	408,765	377,058	506,963	561,069	515,913	(45,156)	(8.0%)	129,905	34.5%	Vacancy of Manager position for part of 2017 & addition of dedicated Animal Control Officer in 2018
4-2001 SALARIES - O/T	937	3,196	2,819	-	-	-	-	(377)	11.8%	
4-2002 SALARIES - P/T	130,414	182,966	164,937	114,684	114,541	(143)	(0.1%)	(18,029)	(9.9%)	
4-2003 VACATION PAY	3,172	-	-	-	-	-	-	-	-	
4-2004 SICK PAY	660	-	-	-	-	-	-	-	-	
4-2090 YEAR END ACCRUALS	-10,556	3,754	6,110	-	-	-	-	2,356	62.8%	
4-2100 BENEFITS - OMERS	49,578	45,492	52,039	41,971	53,610	11,639	27.7%	6,547	14.4%	
4-2101 BENEFITS - EHT	10,614	11,016	12,732	10,655	12,168	1,513	14.2%	1,716	15.6%	
4-2102 BENEFITS - WSIB	3,960	4,075	4,897	4,098	4,680	582	14.2%	822	20.2%	
4-2103 BENEFITS - CPP	20,508	21,007	26,929	19,363	23,818	4,455	23.0%	5,922	28.2%	
4-2104 BENEFITS - EI	11,221	9,932	12,808	9,785	11,179	1,394	14.2%	2,876	29.0%	
4-2105 BENEFITS - DENTAL	5,985	7,433	9,173	8,333	11,805	3,472	41.7%	1,740	23.4%	
4-2106 BENEFITS - HEALTH	12,297	13,346	19,470	14,180	20,671	6,491	45.8%	6,124	45.9%	
4-2107 BENEFITS - LTD/ADD	7,970	8,196	11,958	7,937	11,708	3,771	47.5%	3,762	45.9%	
4-2108 BENEFITS - OTHER	2,010	2,083	2,742	2,344	2,674	330	14.1%	659	31.6%	
TOTAL SALARIES & BENEFITS	657,535	689,554	833,577	794,419	782,767	(11,652)	(1.5%)	144,023	20.9%	
4-4000 OFFICE SUPPLIES	1,415	1,990	1,570	1,550	1,500	(50)	(3.2%)	(420)	(21.1%)	
4-4010 CLOTHING ALLOWANCE	12,699	5,141	14,522	7,800	7,900	100	1.3%	9,381	182.5%	
4-4015 OPERATING MATERIALS	5,799	8,092	15,399	5,550	5,075	(475)	(8.6%)	7,307	90.3%	
4-4019 VEHICLE SUPPLIES	1,202	727	10,761	1,545	-	(1,545)	(100.0%)	10,034	1,380.2%	
4-4045 MUNICIPAL BUSINESS	704	917	1,149	450	450	-	-	232	25.3%	
4-5021 MOBILE PLAN CHARGES	-	-	4,349	4,694	4,835	141	3.0%	4,349	(100.0%)	
4-5026 COURSES & SEMINARS	4,743	1,126	5,315	3,060	3,460	400	13.1%	4,189	372.0%	
4-5027 MANDATORY COURSES & SEMINARS	530	931	2,094	1,940	2,740	800	41.2%	1,163	124.9%	
4-5028 MEMBERSHIPS	698	662	1,223	1,595	1,620	25	1.6%	561	84.7%	
4-5029 MILEAGE	1,353	527	712	400	425	25	6.3%	185	35.1%	
4-5031 GENERAL OFFICE EQUIPMENT	1,200	511	357	1,200	1,000	(200)	(16.7%)	(154)	(30.1%)	
4-5032 VEHICLE REPAIRS	34	961	-	1,030	-	(1,030)	(100.0%)	(961)	(100.0%)	
4-5037 PROPERTY IMPROVEMENT	27,232	1,036	9,166	1,015	1,630	615	60.6%	8,130	784.7%	
4-5045 PHOTOCOPIER CHARGES	1,590	2,052	1,870	1,700	1,700	-	-	(182)	(8.9%)	
4-5046 PRINTING	2,188	4,513	2,566	3,090	3,140	50	1.6%	(1,947)	(43.1%)	
4-5061 SOFTWARE ANNUAL MTCE SUPPORT	-	-	-	1,525	1,500	(25)	(1.6%)	-	-	
4-5086 SECURITY	-	-	-	-	-	-	-	-	-	
4-6001 BANK CHARGES	2,862	2,489	3,112	1,525	1,575	50	3.3%	623	25.0%	
TOTAL OTHER EXPENSES	64,249	31,675	74,165	39,669	38,550	(1,119)	(2.8%)	42,490	134.1%	
TOTAL EXPENSES	721,784	721,229	907,742	834,088	821,317	(12,771)	(1.5%)	186,513	25.9%	
									0.0%	
NET BUDGET	518,063	521,944	683,128	619,658	561,167	(58,491)	(9.4%)	161,184	30.9%	

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02403 ANIMAL CONTROL

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
3-1108 DOG TAGS	-21,766	-25,702	-32,832	-35,000	-45,000	10,000	28.6%	7,130	27.7%	
3-1109 CAT TAGS	-1,821	-726	-920	-2,000	-2,000	-	-	194	26.7%	
3-1201 OTHER	-	-	-3,792	-	-367,854	367,854	100.0%	3,792	100.0%	
3-1202 GENERAL	-	-	-	-	-2,500	2,500	100.0%	-	-	
Total Revenue	-23,587	-26,428	-37,544	-37,000	-417,354	380,354	1,028.0%	11,116	42.1%	
EXPENSE:										
4-2000 SALARIES - F/T	-	-	-	63,411	291,160	227,749	359.2%	-	-	
4-2002 SALARIES - P/T	-	-	-	-	112,704	112,704	(100.0%)	-	-	
4-2100 BENEFITS - OMERS	-	-	-	6,065	6,065	-	-	-	-	
4-2101 BENEFITS - EHT	-	-	-	1,237	7,500	6,263	506.3%	-	-	
4-2102 BENEFITS - WSIB	-	-	-	476	2,885	2,409	506.1%	-	-	
4-2103 BENEFITS - CPP	-	-	-	2,649	15,739	13,090	494.1%	-	-	
4-2104 BENEFITS - EI	-	-	-	1,226	7,356	6,130	500.0%	-	-	
4-2105 BENEFITS - DENTAL	-	-	-	1,736	1,736	-	-	-	-	
4-2106 BENEFITS - HEALTH	-	-	-	3,040	3,040	-	-	-	-	
4-2107 BENEFITS - LTD/ADD	-	-	-	1,439	1,439	-	-	-	-	
4-2108 BENEFITS - OTHER	-	-	-	-	329	329	(100.0%)	-	-	
TOTAL SALARIES & BENEFITS	-	-	-	81,279	449,953	368,674	453.6%	-	-	
4-4000 OFFICE SUPPLIES	-	-	6	-	1,500	1,500	(100.0%)	6	(100.0%)	
4-4006 OFFICE EQUIPMENT	-	-	-	-	2,000	2,000	(100.0%)	-	-	
4-4010 CLOTHING ALLOWANCE	-	-	-	-	4,000	4,000	(100.0%)	-	-	
4-4015 OPERATING MATERIALS	4,188	1,041	1,505	-	5,000	5,000	(100.0%)	464	44.6%	
4-4016 DOG TAGS	2,242	-	-	3,120	3,150	30	1.0%	-	-	
4-4019 VEHICLE SUPPLIES	-	-	-	-	2,000	2,000	(100.0%)	-	-	
4-4048 FUEL COSTS	-	-	-	-	10,000	10,000	(100.0%)	-	-	
4-5021 MOBILE PLAN CHARGES	-	-	2,082	2,247	2,315	68	3.0%	2,082	(100.0%)	
4-5026 COURSES & SEMINARS	-	-	-	-	4,000	4,000	(100.0%)	-	-	
4-5028 MEMBERSHIPS	-	-	-	-	500	500	(100.0%)	-	-	
4-5032 VEHICLE REPAIRS	-	-	-	-	4,000	4,000	(100.0%)	-	-	
4-5059 CONTRACTS	214,370	265,030	20,956	13,000	30,000	17,000	130.8%	(244,074)	(92.1%)	Animal shelter expenses moved to 02405 (Animal Shelter) in 2018
TOTAL OTHER EXPENSES	220,800	266,071	24,549	18,367	68,465	50,098	272.8%	(241,522)	(90.8%)	
TOTAL EXPENSES	220,800	266,071	24,549	99,646	518,418	418,772	420.3%	(241,522)	(90.8%)	
NET BUDGET	197,213	239,643	-12,995	62,646	101,064	38,418	61.3%	(252,638)	(105.4%)	

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02405 ANIMAL SHELTER

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
Total Revenue	-	-	-	-	-	-	-	-	-	
EXPENSE:										
TOTAL SALARIES & BENEFITS	-	-	-	-	-	-	-	-	-	
4-5059 CONTRACTS	-	-	108,338	122,000	158,100	36,100	29.6%	108,338	(100.0%)	
TOTAL OTHER EXPENSES	-	-	108,338	122,000	158,100	36,100	29.6%	108,338	(100.0%)	
TOTAL EXPENSES	-	-	108,338	122,000	158,100	36,100	29.6%	108,338	(100.0%)	
NET BUDGET	-	-	108,338	122,000	158,100	36,100	29.6%	108,338	(100.0%)	

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02404 ACCESS AURORA

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
3-1000 MARRIAGE LICENSES	-18,450	-24,708	-26,358	-22,000	-25,000	3,000	13.6%	1,650	6.7%	
3-1001 LOTTERY LICENSES	-2,456	-3,006	-2,481	-2,500	-2,000	-500	(20.0%)	-525	(17.5%)	
3-1002 BURIAL/BIRTH LICENSES	-7,686	-8,855	-7,330	-5,500	-5,500	-	-	-1,525	(17.2%)	
3-1113 AFFIDAVITS/COMMISSIONING	-4,381	-5,522	-8,797	-10,000	-7,500	-2,500	(25.0%)	3,275	59.3%	
3-1201 OTHER	-	-	-	-1,000	-	-1,000	(100.0%)	-	-	
Total Revenue	-32,973	-42,091	-44,966	-41,000	-40,000	-1,000	(2.4%)	2,875	6.8%	
EXPENSE:										
4-2000 SALARIES - F/T	490,133	476,430	518,476	539,322	534,127	(5,195)	(1.0%)	42,046	8.8%	
4-2002 SALARIES - P/T	56,328	56,545	68,677	59,668	60,824	1,156	1.9%	12,132	21.5%	
4-2003 VACATION PAY	588	-	-	-	-	-	-	-	0.0%	
4-2004 SICK PAY	32	-	-	-	-	-	-	-	0.0%	
4-2090 YEAR END ACCRUALS	-233	6,768	2,584	-	-	-	-	(4,184)	(61.8%)	
4-2100 BENEFITS - OMERS	47,166	48,959	57,199	56,632	55,631	(1,001)	(1.8%)	8,240	16.8%	
4-2101 BENEFITS - EHT	9,125	10,425	11,505	11,614	11,535	(79)	(0.7%)	1,080	10.4%	
4-2102 BENEFITS - WSIB	3,347	3,838	4,172	4,468	4,437	(31)	(0.7%)	334	8.7%	
4-2103 BENEFITS - CPP	16,606	18,668	20,886	20,579	21,311	732	3.6%	2,218	11.9%	
4-2104 BENEFITS - EI	8,860	8,791	9,833	9,839	10,091	252	2.6%	1,042	11.9%	
4-2105 BENEFITS - DENTAL	10,153	12,032	10,997	12,152	12,152	-	-	(1,035)	(8.6%)	
4-2106 BENEFITS - HEALTH	18,232	20,572	20,397	20,783	21,279	496	2.4%	(175)	(0.9%)	
4-2107 BENEFITS - LTD/ADD	8,060	8,600	10,541	11,126	12,121	995	8.9%	1,941	22.6%	
4-2108 BENEFITS - OTHER	2,047	2,316	2,522	2,782	2,769	(13)	(0.5%)	206	8.9%	
4-2200 WAGE RECOVERY	-79,200	-149,800	-	-	-	-	-	149,800	100.0%	All recoveries from Water for provision of services by the rest of the
TOTAL SALARIES & BENEFITS	591,244	524,144	737,789	748,965	746,277	(2,688)	(0.4%)	213,645	40.8%	Town were consolidated in 01490 (Corporate Accounts) starting in 2018
4-4000 OFFICE SUPPLIES	1,092	1,092	1,445	1,500	1,500	-	-	353	32.3%	
4-4005 MARRIAGE LICENSES	6,720	8,354	10,417	7,500	8,500	1,000	13.3%	2,063	24.7%	
4-4006 OFFICE EQUIPMENT	1,410	638	1,533	1,000	1,000	-	-	895	140.3%	
4-4010 CLOTHING ALLOWANCE	353	-	-	500	300	(200)	(40.0%)	-	-	
4-4045 MUNICIPAL BUSINESS	531	514	495	450	450	-	-	(19)	(3.7%)	
4-5021 MOBILE PLAN CHARGES	-	-	991	1,069	1,102	33	3.1%	991	(100.0%)	
4-5026 COURSES & SEMINARS	2,298	2,154	2,939	3,500	4,000	500	14.3%	785	36.4%	
4-5028 MEMBERSHIPS	779	791	650	550	800	250	45.5%	(141)	(17.8%)	
4-5029 MILEAGE	-	31	94	300	300	-	-	63	203.2%	
4-5044 POSTAGE	101,738	72,477	87,891	105,000	107,500	2,500	2.4%	15,414	21.3%	
4-5045 PHOTOCOPIER CHARGES	2,135	2,258	2,620	2,100	2,100	-	-	362	16.0%	
4-5059 CONTRACTS	-	14,451	12,040	12,500	12,500	-	-	(2,411)	(16.7%)	
4-5090 COURIER	3,863	2,419	2,542	3,800	3,300	(500)	(13.2%)	123	5.1%	
4-5098 ACCESSIBILITY COSTS	21,217	26,370	20,047	25,000	25,000	-	-	(6,323)	(24.0%)	
TOTAL OTHER EXPENSES	142,136	131,549	143,704	164,769	168,352	3,583	2.2%	12,155	9.2%	
TOTAL EXPENSES	733,380	655,693	881,493	913,734	914,629	895	0.1%	225,800	34.4%	
NET BUDGET	700,407	613,602	836,527	872,734	874,629	1,895	0.2%	222,925	36.3%	

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01402 INFORMATION TECHNOLOGY

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
Total Revenue	-	-	-	-	-	-	-	-	-	
EXPENSE:										
4-2000 SALARIES - F/T	934,490	969,757	968,533	1,001,718	1,022,099	20,381	2.0%	(1,224)	(0.1%)	
4-2001 SALARIES - O/T	1,422	-	-	5,412	5,412	-	-	-	-	
4-2002 SALARIES - P/T	-	-	3,177	-	-	-	-	3,177	(100.0%)	
4-2090 YEAR END ACCRUALS	-9,648	9,956	6,674	-	-	-	-	(3,282)	(33.0%)	
4-2100 BENEFITS - OMERS	92,553	96,928	97,726	111,508	114,182	2,674	2.4%	798	0.8%	
4-2101 BENEFITS - EHT	18,312	19,036	19,004	19,639	20,036	397	2.0%	(32)	(0.2%)	
4-2102 BENEFITS - WSIB	6,653	6,822	6,781	7,553	7,706	153	2.0%	(41)	(0.6%)	
4-2103 BENEFITS - CPP	28,207	28,205	27,441	28,899	29,253	354	1.2%	(764)	(2.7%)	
4-2104 BENEFITS - EI	14,917	12,877	12,764	13,277	13,628	351	2.6%	(113)	(0.9%)	
4-2105 BENEFITS - DENTAL	16,241	17,382	16,218	19,096	19,096	-	-	(1,164)	(6.7%)	
4-2106 BENEFITS - HEALTH	30,423	30,392	27,786	32,658	33,439	781	2.4%	(2,606)	(8.6%)	
4-2107 BENEFITS - LTD/ADD	16,778	17,888	21,104	20,665	23,195	2,530	12.2%	3,216	18.0%	
4-2108 BENEFITS - OTHER	4,253	4,536	4,818	5,167	5,298	131	2.5%	282	6.2%	
TOTAL SALARIES & BENEFITS	1,154,601	1,213,779	1,212,026	1,265,592	1,293,344	27,752	2.2%	(1,753)	(0.1%)	
4-4000 OFFICE SUPPLIES	697	380	-19	561	573	12	2.1%	(399)	(105.0%)	
4-4007 COMPUTER SUPPLIES	7,172	8,030	6,679	7,140	7,283	143	2.0%	(1,351)	(16.8%)	
4-4010 CLOTHING ALLOWANCE	630	366	481	510	520	10	2.0%	115	31.4%	
4-4018 LICENSES	81,703	180,632	155,691	180,287	180,287	-	-	(24,941)	(13.8%)	2017 expenses included expenses that belonged to 2016 but not accrued to that year
4-4021 EQUIPMENT - OTHER	9,380	2,852	1,461	-	-	-	-	(1,391)	(48.8%)	
4-4028 COST REALLOCATIONS	-87,844	-101,035	-89,743	-90,000	-90,000	-	-	11,292	11.2%	
4-4045 MUNICIPAL BUSINESS	498	422	518	450	450	-	-	96	22.7%	
4-4057 COPIERS, PRINTERS AND FAXES	94,970	87,883	87,589	90,000	90,000	-	-	(294)	(0.3%)	
4-5021 MOBILE PLAN CHARGES	-	-	5,505	5,942	6,110	168	2.8%	5,505	(100.0%)	
4-5026 COURSES & SEMINARS	5,209	4,060	7,538	12,000	12,000	-	-	3,478	85.7%	
4-5028 MEMBERSHIPS	13,374	14,662	16,317	15,198	15,502	304	2.0%	1,655	11.3%	
4-5029 MILEAGE	659	588	317	600	600	-	-	(271)	(46.1%)	
4-5031 GENERAL OFFICE EQUIPMENT	3,090	5,545	-949	800	800	-	-	(6,494)	(117.1%)	
4-5033 EQUIPMENT REPAIRS	686	2,247	634	1,500	1,500	-	-	(1,613)	(71.8%)	
4-5043 CONSULTING	39,330	20,053	20,925	20,000	21,000	1,000	5.0%	872	4.3%	
4-5045 PHOTOCOPIER CHARGES	299	278	357	260	260	-	-	79	28.4%	
4-5059 CONTRACTS	13,358	3,030	3,524	10,000	10,000	-	-	494	16.3%	
4-5061 SOFTWARE ANNUAL MTCE SUPPORT	420,857	353,297	480,089	489,399	489,399	-	-	126,792	35.9%	2018 includes the introduction of annual fees for Laserfiche as well as increased costs/expanded requirements for existing software maintenance agreements
4-5084 OFFICE RELOCATES	1,109	173	519	1,000	1,000	-	-	346	200.0%	
4-5099 APPLICATION VENDOR SUPPORT	-	1,160	5,134	3,000	3,000	-	-	3,974	342.6%	
4-5150 CULTURAL CENTRE SUPPORT/SERVICES	-	-	829	-	-	-	-	829	(100.0%)	
TOTAL OTHER EXPENSES	605,177	584,623	703,396	748,647	750,284	1,637	0.2%	118,773	20.3%	
TOTAL EXPENSES	1,759,778	1,798,402	1,915,422	2,014,239	2,043,628	29,389	1.5%	117,020	6.5%	
NET BUDGET	1,759,778	1,798,402	1,915,422	2,014,239	2,043,628	29,389	1.5%	117,020	6.5%	

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01403 TELECOMMUNICATIONS

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
Total Revenue	-	-	-	-	-	-	-	-	-	
EXPENSE:										
TOTAL SALARIES & BENEFITS	-	-	-	-	-	-	-	-	-	
4-4018 LICENSES	-	-	6,969	7,810	7,900	90	1.2%	6,969	(100.0%)	
4-4021 EQUIPMENT - OTHER	-	-	299	-	7,100	7,100	(100.0%)	299	(100.0%)	
4-5018 TELEPHONE LINES	55,279	59,326	61,856	60,000	60,000	-	-	2,530	4.3%	
4-5020 LONG DISTANCE LINES	1,115	1,068	942	1,500	1,500	-	-	(126)	(11.8%)	
4-5021 MOBILE PLAN CHARGES	79,920	81,231	-873	-	-	-	-	(82,104)	(101.1%)	Mobile Charges (budget and actuals) have been allocated directly to all departments to allow them better control of their costs
4-5022 CORPORATE FAX LINES	6,194	5,426	6,001	6,000	6,000	-	-	575	10.6%	
4-5023 INTERNET LINE	18,215	20,881	18,489	25,000	25,000	-	-	(2,392)	(11.5%)	
4-5024 TELEPHONE SERVICE AGREEMENT	6,331	16,310	29,902	20,000	19,000	(1,000)	(5.0%)	13,592	83.3%	
4-5033 EQUIPMENT REPAIRS	9,905	8,470	23,295	8,100	1,000	(7,100)	(87.7%)	14,825	175.0%	
4-5059 CONTRACTS	32,010	25,015	27,139	35,831	37,623	1,792	5.0%	2,124	8.5%	
TOTAL OTHER EXPENSES	208,969	217,727	174,019	164,241	165,123	882	0.5%	(43,708)	(20.1%)	
TOTAL EXPENSES	208,969	217,727	174,019	164,241	165,123	882	0.5%	(43,708)	(20.1%)	
NET BUDGET	208,969	217,727	174,019	164,241	165,123	882	0.5%	(43,708)	(20.1%)	

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01202 LEGAL SERVICES

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
3-1102 ADMINISTRATIVE FEES	-67,211	-78,722	-41,658	-65,000	-65,000	-	-	-37,064	(47.1%)	A decrease in fees from development related legal agreements
3-1975 CIL PARKLAND CONTRIBUTION	-50,000	-10,000	10,000	-	-	-	-	-20,000	(200.0%)	2018 entry was booked backwards in error
Total Revenue	-117,211	-88,722	-31,658	-65,000	-65,000	-	-	-57,064	(64.3%)	
EXPENSE:										
4-2000 SALARIES - F/T	500,014	573,095	571,254	598,658	617,333	18,675	3.1%	(1,841)	(0.3%)	
4-2001 SALARIES - O/T	357	-	-	5,176	5,176	-	-	-	-	
4-2002 SALARIES - P/T	-	8,489	41,346	-	-	-	-	32,857	387.1%	2018 includes the coverage of a maternity leave - savings are reflected in the full time salary line to offset this expense
4-2090 YEAR END ACCRUALS	1,236	10,575	6,793	-	-	-	-	(3,782)	(35.8%)	
4-2100 BENEFITS - OMERS	54,768	65,529	65,283	68,454	70,972	2,518	3.7%	(246)	(0.4%)	
4-2101 BENEFITS - EHT	9,991	11,399	11,972	11,775	12,139	364	3.1%	573	5.0%	
4-2102 BENEFITS - WSIB	3,589	3,755	3,836	4,529	4,669	140	3.1%	81	2.2%	
4-2103 BENEFITS - CPP	16,058	15,745	16,722	15,794	15,994	200	1.3%	977	6.2%	
4-2104 BENEFITS - EI	8,447	7,218	7,698	7,301	7,492	191	2.6%	480	6.7%	
4-2105 BENEFITS - DENTAL	5,256	6,363	7,146	10,416	10,416	-	-	783	12.3%	
4-2106 BENEFITS - HEALTH	11,083	12,777	12,121	17,814	18,240	426	2.4%	(656)	(5.1%)	
4-2107 BENEFITS - LTD/ADD	8,583	9,757	11,723	12,350	14,009	1,659	13.4%	1,966	20.1%	
4-2108 BENEFITS - OTHER	2,276	2,690	2,953	3,088	3,200	112	3.6%	263	9.8%	
TOTAL SALARIES & BENEFITS	621,658	727,392	758,847	755,355	779,640	24,285	3.2%	31,455	4.3%	
4-4000 OFFICE SUPPLIES	1,498	1,624	1,209	1,500	1,500	-	-	(415)	(25.6%)	
4-4004 SUBSCRIPTIONS/PUBLICATIONS	27,552	30,984	36,200	22,000	22,000	-	-	5,216	16.8%	
4-4006 OFFICE EQUIPMENT	937	1,778	1,530	2,000	2,000	-	-	(248)	(13.9%)	
4-4045 MUNICIPAL BUSINESS	608	529	604	450	450	-	-	75	14.2%	
4-5021 MOBILE PLAN CHARGES	-	-	1,972	2,129	2,192	63	3.0%	1,972	(100.0%)	
4-5026 COURSES & SEMINARS	61	-	-	-	-	-	-	-	0.0%	
4-5027 MANDATORY COURSES & SEMINARS	3,030	2,655	7,804	3,567	4,000	433	12.1%	5,149	193.9%	
4-5028 MEMBERSHIPS	12,069	8,142	8,135	8,500	8,500	-	-	(7)	(0.1%)	
4-5029 MILEAGE	235	394	204	500	450	(50)	(10.0%)	(190)	(48.2%)	
4-5039 INSURANCE FEES	-	-	551,000	551,000	552,400	1,400	0.3%	551,000	(100.0%)	
4-5040 INSURANCE ADJUSTER	-	-	7,982	60,000	60,000	-	-	7,982	(100.0%)	
4-5045 PHOTOCOPIER CHARGES	4,899	3,024	2,268	3,800	3,800	-	-	(756)	(25.0%)	
4-5050 APPRAISALS	19,779	27,890	20,699	-	-	-	-	(7,191)	(25.8%)	
4-5052 SEARCHES & REGISTRATIONS	27,753	26,012	32,125	20,000	20,000	-	-	6,113	23.5%	
4-5054 PLANNING & DEVELOPMENT	263,151	85,614	22,361	50,000	35,000	(15,000)	(30.0%)	(63,253)	(73.9%)	Less development related outside legal costs than previous year
4-5055 ADVOCACY	52,679	60,984	65,126	50,000	50,000	-	-	4,142	6.8%	
4-5057 ADJUSTER RECOVERY	-	-	2,366	-	-	-	-	2,366	(100.0%)	
4-5060 COST RECOVERY	-9,210	-17,515	-5,763	-4,900	-4,900	-	-	11,752	67.1%	
4-5067 REGION GIS CONTRACT	-	-	-	-	15,000	15,000	(100.0%)	-	-	
4-5095 INTEGRITY COMMISSIONER	-	-	-	-	-	-	-	-	-	
TOTAL OTHER EXPENSES	405,041	232,115	755,822	770,546	772,392	1,846	0.2%	523,707	225.6%	
TOTAL EXPENSES	1,026,699	959,507	1,514,669	1,525,901	1,552,032	26,131	1.7%	555,162	57.9%	
NET BUDGET	909,488	870,785	1,483,011	1,460,901	1,487,032	26,131	1.8%	612,226	70.3%	

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01304 HUMAN RESOURCES

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
Total Revenue	-	-	-	-	-	-	-	-	-	
EXPENSE:										
4-2000 SALARIES - F/T	396,331	344,024	374,843	423,074	440,639	17,565	4.2%	30,819	9.0%	
4-2002 SALARIES - P/T	53,550	71,296	59,317	10,184	53,231	43,047	422.7%	(11,979)	(16.8%)	
4-2003 VACATION PAY	92	-	-	-	-	-	-	-	0.0%	
4-2005 LIEU TIME	34	-	-	-	-	-	-	-	0.0%	
4-2090 YEAR END ACCRUALS	-1,183	7,104	-6,597	-	-	-	-	(13,701)	(192.9%)	
4-2100 BENEFITS - OMERS	51,080	39,927	49,175	46,213	48,368	2,155	4.7%	9,248	23.2%	
4-2101 BENEFITS - EHT	8,324	7,588	8,424	8,437	8,783	346	4.1%	836	11.0%	
4-2102 BENEFITS - WSIB	3,150	2,709	2,976	3,245	3,378	133	4.1%	267	9.9%	
4-2103 BENEFITS - CPP	14,857	13,590	15,154	13,186	13,619	433	3.3%	1,564	11.5%	
4-2104 BENEFITS - EI	7,910	5,908	7,099	6,223	6,388	165	2.7%	1,191	20.2%	
4-2105 BENEFITS - DENTAL	7,224	6,267	7,368	8,680	8,680	-	-	1,101	17.6%	
4-2106 BENEFITS - HEALTH	15,193	13,090	14,666	14,845	15,200	355	2.4%	1,576	12.0%	
4-2107 BENEFITS - LTD/ADD	6,282	6,853	8,793	8,728	10,000	1,272	14.6%	1,940	28.3%	
4-2108 BENEFITS - OTHER	1,765	1,746	2,019	2,182	2,285	103	4.7%	273	15.6%	
TOTAL SALARIES & BENEFITS	564,609	520,102	543,237	544,997	610,571	65,574	12.0%	23,135	4.4%	
4-4000 OFFICE SUPPLIES	1,979	856	1,318	1,300	1,300	-	-	462	54.0%	
4-4004 SUBSCRIPTIONS/PUBLICATIONS	170	1,852	574	2,000	2,000	-	-	(1,278)	(69.0%)	
4-4006 OFFICE EQUIPMENT	183	691	1,203	400	400	-	-	512	74.1%	
4-4009 SAFETY SUPPLIES	7,256	2,773	1,587	3,000	3,000	-	-	(1,186)	(42.8%)	
4-4045 MUNICIPAL BUSINESS	242	328	434	450	500	50	11.1%	106	32.3%	
4-4065 WORKPLACE ACCOMMODATIONS	509	2,374	1,606	2,500	2,500	-	-	(768)	(32.4%)	
4-5021 MOBILE PLAN CHARGES	-	-	486	524	540	16	3.1%	486	(100.0%)	
4-5026 COURSES & SEMINARS	1,507	2,889	2,567	3,500	5,500	2,000	57.1%	(322)	(11.1%)	
4-5028 MEMBERSHIPS	2,712	2,249	1,631	3,635	3,535	(100)	(2.8%)	(618)	(27.5%)	
4-5029 MILEAGE	-	-	55	513	513	-	-	55	(100.0%)	
4-5042 ADVERTISING	-	3,733	14,689	15,000	18,000	3,000	20.0%	10,956	293.5%	
4-5043 CONSULTING	7,893	54,080	21,933	18,000	18,000	-	-	(32,147)	(59.4%)	2017 Consulting related to compensation review
4-5045 PHOTOCOPIER CHARGES	2,929	2,723	2,051	2,780	2,780	-	-	(672)	(24.7%)	
4-5046 PRINTING	321	-	202	800	800	-	-	202	(100.0%)	
4-5049 POLICE SEARCHES	-	-	1,143	-	15,500	15,500	(100.0%)	1,143	(100.0%)	
4-5056 PERSONNEL ADMINISTRATION	18,214	24,928	58,247	20,000	30,000	10,000	50.0%	33,319	133.7%	More external HR legal assistance required in 2018 than previous year
4-5059 CONTRACTS	28,492	47,836	50,214	63,000	60,000	(3,000)	(4.8%)	2,378	5.0%	
4-6025 EMPLOYEE RECOGNITION	-	5,446	7,889	4,500	6,000	1,500	33.3%	2,443	44.9%	
4-6026 CORPORATE COURSES & SEMINARS	19,426	42,291	20,336	55,000	55,000	-	-	(21,955)	(51.9%)	N6 HR leaders were developing training program
TOTAL OTHER EXPENSES	91,833	195,049	188,165	196,902	225,868	28,966	14.7%	(6,884)	(3.5%)	
TOTAL EXPENSES	656,442	715,151	731,402	741,899	836,439	94,540	12.7%	16,251	2.3%	
NET BUDGET	656,442	715,151	731,402	741,899	836,439	94,540	12.7%	16,251	2.3%	

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01308 CS ADMINISTRATION

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
Total Revenue	-	-	-	-	-	-	-	-	-	
EXPENSE:										
4-2000 SALARIES - F/T	-	356,582	321,556	362,676	334,247	(28,429)	(7.8%)	(35,026)	(9.8%)	
4-2002 SALARIES - P/T	-	-	1,764	-	-	-	-	1,764	(100.0%)	
4-2090 YEAR END ACCRUALS	-	8,331	-5,054	-	-	-	-	(13,385)	(160.7%)	
4-2100 BENEFITS - OMERS	-	43,039	36,783	43,476	39,221	(4,255)	(9.8%)	(6,256)	(14.5%)	
4-2101 BENEFITS - EHT	-	6,989	6,258	7,072	6,518	(554)	(7.8%)	(731)	(10.5%)	
4-2102 BENEFITS - WSIB	-	1,830	1,742	2,720	2,507	(213)	(7.8%)	(88)	(4.8%)	
4-2103 BENEFITS - CPP	-	7,692	8,516	7,856	7,947	91	1.2%	824	10.7%	
4-2104 BENEFITS - EI	-	3,512	3,962	3,582	3,678	96	2.7%	450	12.8%	
4-2105 BENEFITS - DENTAL	-	5,483	4,486	5,208	5,208	-	-	(997)	(18.2%)	
4-2106 BENEFITS - HEALTH	-	9,374	7,723	8,907	9,120	213	2.4%	(1,651)	(17.6%)	
4-2107 BENEFITS - LTD/ADD	-	5,140	4,965	7,482	7,585	103	1.4%	(175)	(3.4%)	
4-2108 BENEFITS - OTHER	-	1,667	1,511	1,871	1,733	(138)	(7.4%)	(156)	(9.4%)	
4-2201 SALARY SAVINGS	-	-	-	-33,874	-33,874	-	-	-	-	
TOTAL SALARIES & BENEFITS	-	449,639	394,212	416,976	383,890	(33,086)	(7.9%)	(55,427)	(12.3%)	
4-3000 PURCHASE CARD CLEARING	1,775	-126	-212	-	-	-	-	(86)	(68.3%)	
4-4000 OFFICE SUPPLIES	-	492	649	1,000	800	(200)	(20.0%)	157	31.9%	
4-4004 SUBSCRIPTIONS/PUBLICATIONS	-	118	125	200	200	-	-	7	5.9%	
4-4006 OFFICE EQUIPMENT	-	197	904	200	800	600	300.0%	707	358.9%	
4-4045 MUNICIPAL BUSINESS	-	1,704	1,983	1,450	1,450	-	-	279	16.4%	
4-5021 MOBILE PLAN CHARGES	-	-	606	654	673	19	2.9%	606	(100.0%)	
4-5026 COURSES & SEMINARS	-	2,716	2,911	3,500	3,500	-	-	195	7.2%	
4-5028 MEMBERSHIPS	-	10,871	13,932	12,000	14,500	2,500	20.8%	3,061	28.2%	
4-5029 MILEAGE	-	220	506	800	400	(400)	(50.0%)	286	130.0%	
4-5045 PHOTOCOPIER CHARGES	-	2,900	315	2,000	1,500	(500)	(25.0%)	(2,585)	(89.1%)	
TOTAL OTHER EXPENSES	1,775	19,092	21,719	21,804	23,823	2,019	9.3%	2,627	13.8%	
TOTAL EXPENSES	1,775	468,731	415,931	438,780	407,713	(31,067)	(7.1%)	(52,800)	(11.3%)	
NET BUDGET	1,775	468,731	415,931	438,780	407,713	(31,067)	(7.1%)	(52,800)	(11.3%)	

TOWN OF AURORA
 LINE-BY-LINE ANALYSIS - YTD Comparison
 Final Approved Budget
 2019

02201 EMERGENCY PREPAREDNESS

	2016 Full Year Actuals	2017 Full Year Actuals	2018 Full Year Actuals	2018 Approved Budget	2019 Approved Budget	2019 vs 2018 Budget Increase / (Decrease)	2019 vs 2018 Budget Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	2018 vs 2017 Actual Increase / (Decrease)	Variance Explanation
REVENUE:										
Total Revenue	-	-	-	-	-	-	-	-	-	
EXPENSE:										
TOTAL SALARIES & BENEFITS	-	-	-	-	-	-	-	-	-	
4-4015 OPERATING MATERIALS	5,322	3,557	428	9,000	21,000	12,000	133.3%	(3,129)	(88.0%)	
4-5018 TELEPHONE LINES	13,368	14,037	14,609	14,250	14,750	500	3.5%	572	4.1%	
TOTAL OTHER EXPENSES	18,690	17,594	15,037	23,250	35,750	12,500	53.8%	(2,557)	(14.5%)	
TOTAL EXPENSES	18,690	17,594	15,037	23,250	35,750	12,500	53.8%	(2,557)	(14.5%)	
NET BUDGET	18,690	17,594	15,037	23,250	35,750	12,500	53.8%	(2,557)	(14.5%)	



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**Town of Aurora
Financial Services**

Memorandum

Date: September 25, 2019
To: Finance Advisory Committee
From: Lianne Jalali, Project Management Office, Corporate Services
Re: **Town's Major Capital Projects Update**

Recommendation

1. That the memorandum regarding Town's Major Capital Projects Update be received for information.

Background

The Town currently has multiple major capital projects underway in varying stages of completion. These major projects include the following:

- Library Square
- 89 Mosley (Armoury) Renovation
- Fire Hall 4-5
- Joint Operations Centre Additional Work

Analysis

Library Square

The detailed design of the whole complex including Addition to the Church Street School, Outdoor Square, Parking, Bridge, and Corridor is completed. The Site Plan Application consisting of the completed Design Development drawing package has been informally submitted to the Town's Planning department for their review and comment. Turner and Townsend has been engaged to perform an interim cost estimate on the completed Design Development drawing package in order to assess where the project stands in relation to the estimated budget. The development of the construction documents is underway and will be finalized in December 2019.

Town's Major Capital Projects Update
September 25, 2019

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The project management team developed a Master Schedule for the project with the key milestones outlined below. As the project progresses, the status of each item will be updated.

Milestone	Expected Completion	Status
Design Development	August 2019	Complete
Construction Documents	January 2020	In Progress
Tender Period	February 2020	Not Started
Evaluation and Award	March 2020	Not Started
Construction Mobilization	April 2020	Not Started
Completion	April 2022	Not Started

At this point, staff are working with the Aurora Cultural Centre and the Aurora Museum and Archives to find space to relocate their operations during the construction period.

The monthly status update for this project can be found under Attachment #1.

89 Mosley (Armoury) Renovation

The project construction completion was postponed to October 15, 2019. The main causes of the delay in the project completion are relevant to the weather conditions during the months of construction and slow deliveries of the critical components of the renovation. The Niagara College has been informed of the revised completion date and the project team is working closely with their suppliers to fast track the delivery and installation of the kitchen equipment. The Town is working with Niagara College staff on an official opening of the facility in November 2019.

The monthly status update for this project can be found under Attachment #1.

Fire Hall 4-5

The proposals for construction of the new Firehall have been evaluated. All proposals are above the approved budget. The revised project cost was presented to the Joint Council Committee (JCC) for their direction. JCC advised to modify the station's design to meet the budget.

Town's Major Capital Projects Update
September 25, 2019

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The monthly status update for this project can be found under Attachment #1.

Joint Operations Centre Additional Work

The objective of this project is to complete the outstanding capital works of the JOC. The project is divided into thirteen (13) sub-projects of which four (4) sub-projects have been completed and seven (7) sub-projects will be complete by end of 2019. The Intercom System and South Side Exterior Finishing projects will be completed in 2020.

All projects are on schedule and on budget so far.

The monthly status update for this project can be found under Attachment #1.

Attachments

Attachment #1 – Major Capital Project Update:

- Library Square
- 89 Mosley (Armoury) Renovation
- Fire Hall 4-5
- Joint Operations Centre Additional Work

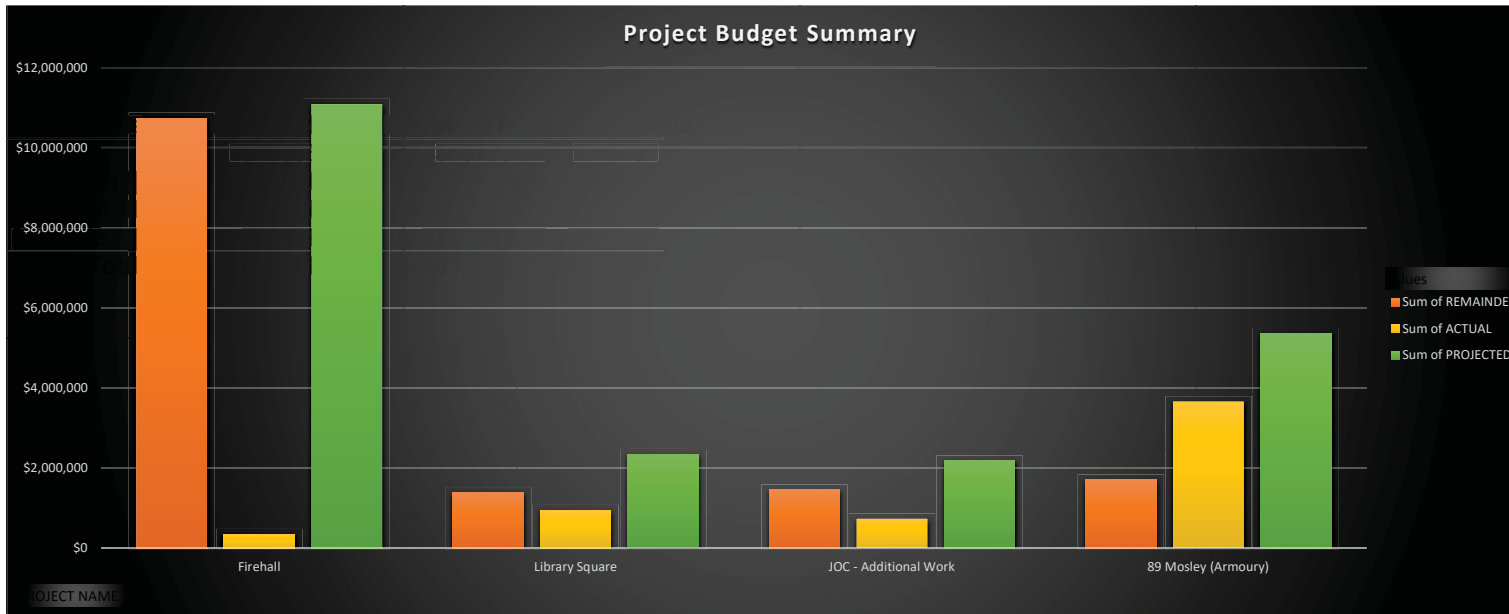
Major Capital Projects Update Summary - September 2019

Attachement#1

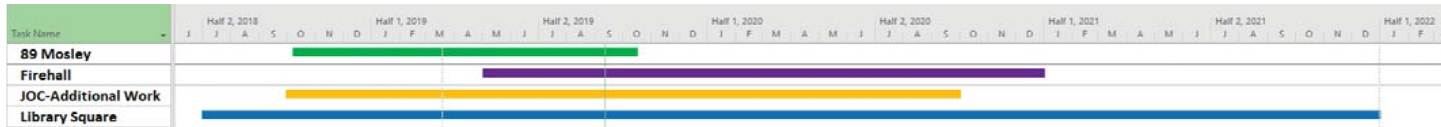
PROJECT NAME	Timeline				BUDGET				RISKS		
	BEGIN	FINISH	# of DAYS	STATUS	PROJECTED	ACTUAL	REMAINDER	STATUS	HIGH	MEDIUM	LOW
89 Mosley (Armoury)	October 9, 2018	October 15, 2019	371	On schedule	\$5,359,900	\$3,657,703	\$1,702,197	On budget	0	0	0
Firehall	May 3, 2019	December 31, 2020	608	Concerned	\$11,087,300	\$346,768	\$10,740,532	Concerned	0	0	0
JOC - Additional Work	October 1, 2018	September 30, 2020	730	On schedule	\$2,185,200	\$729,851	\$1,455,349	On budget	0	0	0
Library Square	July 2, 2018	December 31, 2021	1278	On schedule	\$2,340,135	\$947,549	\$1,392,586	On budget	0	0	0
Total					\$20,972,535	\$5,681,871	\$15,290,664		0	0	0

Project Status Legend

- On schedule Everything is progressing as planned. No intervention from the sponsor is required
- Concerned Some risks and issues have been identified but the project team is handling and monitoring them
- Delayed/Over budget Major problems affected the project timeline and budget. The sponsor's intervention is required in this case



Projects Gantt Chart



2020 Draft 1 Repair & Replacement Capital Projects

● 10 Year Capital Plan ● Pre-approved Capital ● Outcome of Council Approved Study

Project #	Project Description	Amount Requested	
Planning and Development Services			
Roads			
31054	Road Resurfacing - Industrial Pkwy S (Engelhard - Yonge St), Vandorf Sdrd (Ind Pkwy S - Bayview)	1,705,300	●
31118	Recon - Browning Cr., Johnson, Rd., Holman Cres., Baldwin Rd.	4,762,000	●
31119	Recon - Adair, Dr., Bailey Cres., Davidson Rd., Harriman Rd.	4,500,700	●
31124	Road Resurfacing - Henderson Dr	175,000	●
31178	Reconstruction of Poplar Crescent	2,960,000	●
Roads 2020 Repair and Replacement		\$ 14,103,000	
Storm Sewer			
42064	Storm Sewer Outlet Cleanup	760,000	●
42075	Performance Monitoring of LID Controls	80,000	
42079	Devlin Place Stream Rehabilitation	200,000	●
42083	Willow Farm Lane Stream Rehabilitation	150,000	●
Storm Sewer 2020 Repair and Replacement		\$ 1,190,000	
Planning			
81025	GIS Scanner	10,000	●
Planning 2020 Repair and Replacement		\$ 10,000	
Planning and Development Services 2020 Repair and Replacement		\$ 15,303,000	
Community Services			
Facilities			
Library			
72431	Library - Rooftop HVAC Units	850,000	●
72432	Library - Fire Alarm Panel	21,000	●
72451	Library - Exterior LED Retrofit	31,400	●
72425	Library - Roofing	440,000	●
72429	Library - Repairs to elevator door system	10,200	●
		1,352,600	
Aurora Family Leisure Centre			
72302	AFLC - Replacement of Arena Seating	51,200	●
72303	AFLC - Blinds for Pool Windows	25,600	●
72324	AFLC - Replace Hollow Metal Doors & Exterior Exit Doors	55,000	●
72328	AFLC - Replace Built Up Roofing above Arena Dressing Rooms	90,100	●
72441	AFLC - Pool Boiler Replacement	150,000	●
72455	AFLC, SARC - Transfer Stations - Accessibility Plan Implementation	25,000	●
		396,900	
Stronach Aurora Recreation Complex			
72263	SARC - Cooling Evaporator Tower	90,000	●
72305	SARC - West roof Area - Window Sealant	10,200	●
72316	SARC - Replacement of Plumbing Fixtures	92,100	●
72450	SARC - Low - E Ceiling - Arenas	128,000	●
72456	SARC - Hoyer Lifts - Accessibility Implementation Plan	20,000	●
		340,300	
Town Hall			
72201	TH - Workstation Refurbishment	250,000	●
72419	TH - Repair of concrete/stone walkways	33,500	●
		283,500	

● 10 Year Capital Plan

● Pre-approved Capital

● Outcome of Council Approved Study

Project #	Project Description	Amount Requested	
Other			
72452	Energy and Demand Management Plan Implementation	50,000	
72453	Unplanned - Emergency Repairs Contingency	100,000	
72454	Victoria Hall - Accessible Ramp - Accessibility Implementation	20,000	●
		<u>170,000</u>	
22 Church Street			
72121	22 Church St - Brick Repairs	30,700	●
72388	22 Church St - Exterior Doors	90,800	●
72388	22 Church St - Repaint Interior Wall Surfaces	35,800	●
		<u>157,300</u>	
Aurora Community Centre			
72172	ACC - Sport Flooring	73,900	●
72297	ACC - Ice Resurfacers Room Heater	20,500	●
72346	ACC - Reseal concrete floors	28,700	●
72347	ACC - Replacement of Suspended Ceiling in Lobby	26,900	●
		<u>150,000</u>	
Central York Fire Service			
72379	CYFS 4-4 - Replacement of two steam humidifiers	10,200	●
72381	CYFS 4-3 - Replace windows	28,800	●
72384	CYFS 4-3 - Replace Suspended Ceiling Panels	26,900	●
		<u>65,900</u>	
Facilities 2020 Repair and Replacement		\$ 2,916,500	
Community Services 2020 Repair and Replacement		\$ 2,916,500	
Operational Services			
Parks			
73160	Emerald Ash Borer Management Program	235,000	●
73212	Playground Replacement - Taylor Park	175,000	●
73213	Playground Replacement - Harman Park	153,600	●
73232	Trail/Playground Redesign - Jack Wood Park	102,400	●
Parks 2020 Repair and Replacement		\$ 666,000	
Roads			
34001	Christmas Decorations	50,000	
34008	Roads Operations Infrastructure Inspection, Repair and Maintenance Programs	200,000	
34616	Sidewalk/Engineered Walkway Reconstruction	200,000	
Roads 2020 Repair and Replacement		\$ 450,000	
Water & Sewer			
41013	Replace Vandorf Lift Station Pumps	50,000	
Water & Sewer 2020 Repair and Replacement		\$ 50,000	
Operational Services 2020 Repair and Replacement		\$ 1,166,000	
Corporate Management			
Financial Services			
43038	Water Meter Replacement Program	511,900	●
Financial Services 2020 Repair and Replacement		\$ 511,900	

● 10 Year Capital Plan
 ● Pre-approved Capital
 ● Outcome of Council Approved Study

Project #	Project Description	Amount Requested	
Corporate Services			
Information Technology			
14047	Computer & Related Infrastructure Renewal	171,309	●
14070	Boardroom Audio/Video Equipment	50,000	●
14075	Business Process Automation and Data Integration	105,000	
Information Technology 2020 Repair and Replacement		\$ 326,309	
Corporate Services 2020 Repair and Replacement		\$ 326,309	
CAO			
12037	Town of Aurora Website	15,000	●
CAO 2020 Repair and Replacement		\$ 15,000	
2020 Draft 1 Total Repair and Replacement Projects		\$ 20,238,709	

2020 Draft 1 Growth & New Capital Projects

● 10 Year Capital Plan ● Pre-approved Capital ● Public Consultation Request

Project #	Project Description	Amount Requested	
Operational Services			
31176	Handheld Radios for Operations	10,200	●
73085	Arboretum Development	96,000	●
73169	Wildlife Park - Phase 3/4	1,000,000	●
73290	Tree Inventory for 2C	15,000	●
73323	Mattamy Phase 4/5 Trail	100,000	●
73327	DeGraaf Cres Trail	75,000	
34003	Snow Plow Safety Enhancements Pilot Project	12,000	
34006	Pave Snow Storage Facility at Lambert Willson Park	350,000	
34009	Winter Road Monitoring System	15,000	
Operational Services 2020 Growth and New		\$ 1,673,200	
Planning and Development Services			
34637	Sidewalk - Leslie St - 600m north of Wellington to North Town Limit	1,216,100	●
Planning and Development Services 2020 Growth and New		\$ 1,216,100	
Corporate Management			
Corporate Services			
14037	Joint Ops LAN Room & DR Site	10,000	●
14068	Wireless Upgrades and Enhancements	20,500	●
13023	Access Aurora Telephony Project	51,200	●
14072	Cityview Upgrade	92,100	●
14076	Digital Education Program	25,000	
Corporate Services 2020 Growth and New		\$ 198,800	
Community Services			
73324	Pet Cemetery Restoration	20,000	
74015	Cultural Services Master Plan	20,000	●
74019	Active Net Scan System	20,000	
72445	CYFS 4-3 - Pylon Sign	30,000	●
Community Services 2020 Growth and New		\$ 90,000	
Fire			
21107	Fire Hall 4-5 Turn Out Gear	75,600	●
Fire 2020 Growth and New		\$ 75,600	
2020 Draft 1 Total Growth and New Projects		\$ 3,253,700	

2020 Draft 1 Studies & Other Capital Projects

● 10 Year Capital Plan ● Pre-approved Capital ● Public Consultation Request

Project #	Project Description	Amount Requested	
Planning and Development Services			
42810	Climate Change Adaptation Plan	200,000	●
81027	Municipal Heritage Register Review and Update	100,000	
81031	Development Review Process and Fee Structure	75,000	
81032	Town Wide Green Development Guidelines	50,000	
Planning and Development Services 2020 Studies and Other		\$ 425,000	
Community Services			
73329	Building Condition Assessment and Energy Audit	175,000	
Community Services 2020 Studies and Other		\$ 175,000	
Corporate Management			
Corporate Services			
13011	Emergency Response Plan Update and Continuation of Operations Plan	25,000	
13015	Employee Engagement Survey - 2020	50,000	●
13026	Risk Management	30,000	●
13027	Job Hazard Assessment	30,000	
14073	Information Technology Strategic Plan Implementation	230,000	
Corporate Services 2020 Studies and Other		\$ 365,000	
CAO			
12026	Organization Structural Review	25,000	●
CAO 2020 Studies and Other		\$ 25,000	
Financial Services			
14077	Community Benefit Charge Study	100,000	
Financial Services 2020 Growth and New		\$ 100,000	
2020 Draft 1 Total Studies and Other Projects		\$ 1,090,000	