

City of Trail



PUBLIC WORKS DEPARTMENT

OPERATING BUDGET 2016

TRANSPORTATION SERVICES



2016 TRANSPORTATION SERVICES BUDGET PROPOSAL

Jan. 13, 2016

<u>SUMMARY:</u>	2016 Proposed	2015	Variance	%
Works Yard Administration	\$408,850	\$403,800	\$5,050	1.25
Engineering Services	\$194,950	\$142,900	\$52,050	36.42
Transportation Public Works	\$2,627,300	\$2,693,300	(\$66,000)	(2.45)
Parking Operations	\$189,250	\$185,600	\$3,650	1.97
<u>Total Transportation Services</u>	\$3,420,350	\$3,425,600	(\$5,250)	(0.15)

(Page 33 - Budget Manual)

(Pages 230-236 - Budget Manual)



2016 Proposed Budget

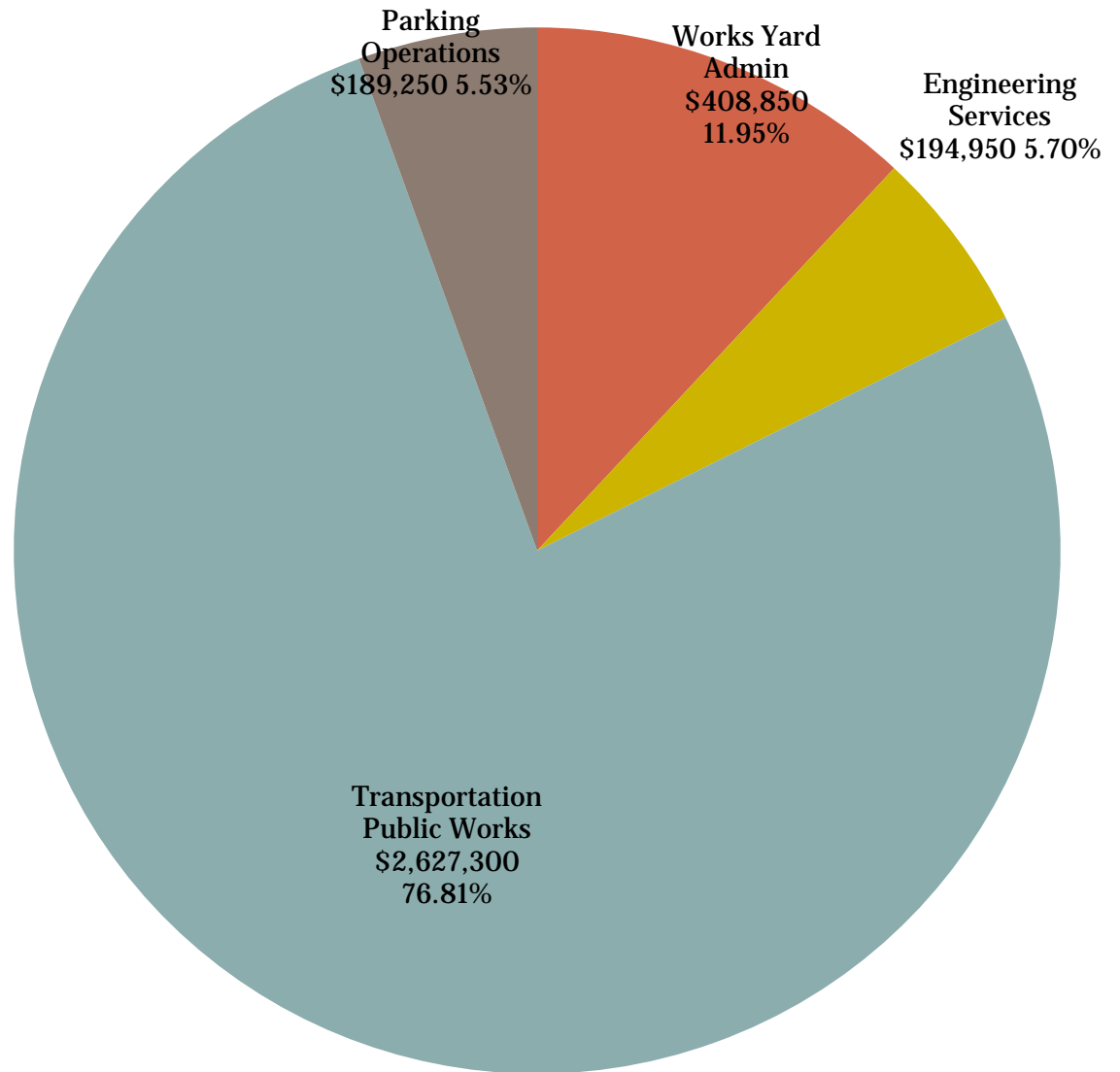
Works Yard Administration
\$408,850 1.25% increase
over 2015

Engineering Services
\$194,950 36.42% increase
over 2015

Transportation Public
Works \$2,627,300 2.45%
decrease over 2015

Parking Operations
\$189,250 1.97% increase
over 2015

Total \$3,420,350 0.15%
decrease over 2015





Works Yard Administration

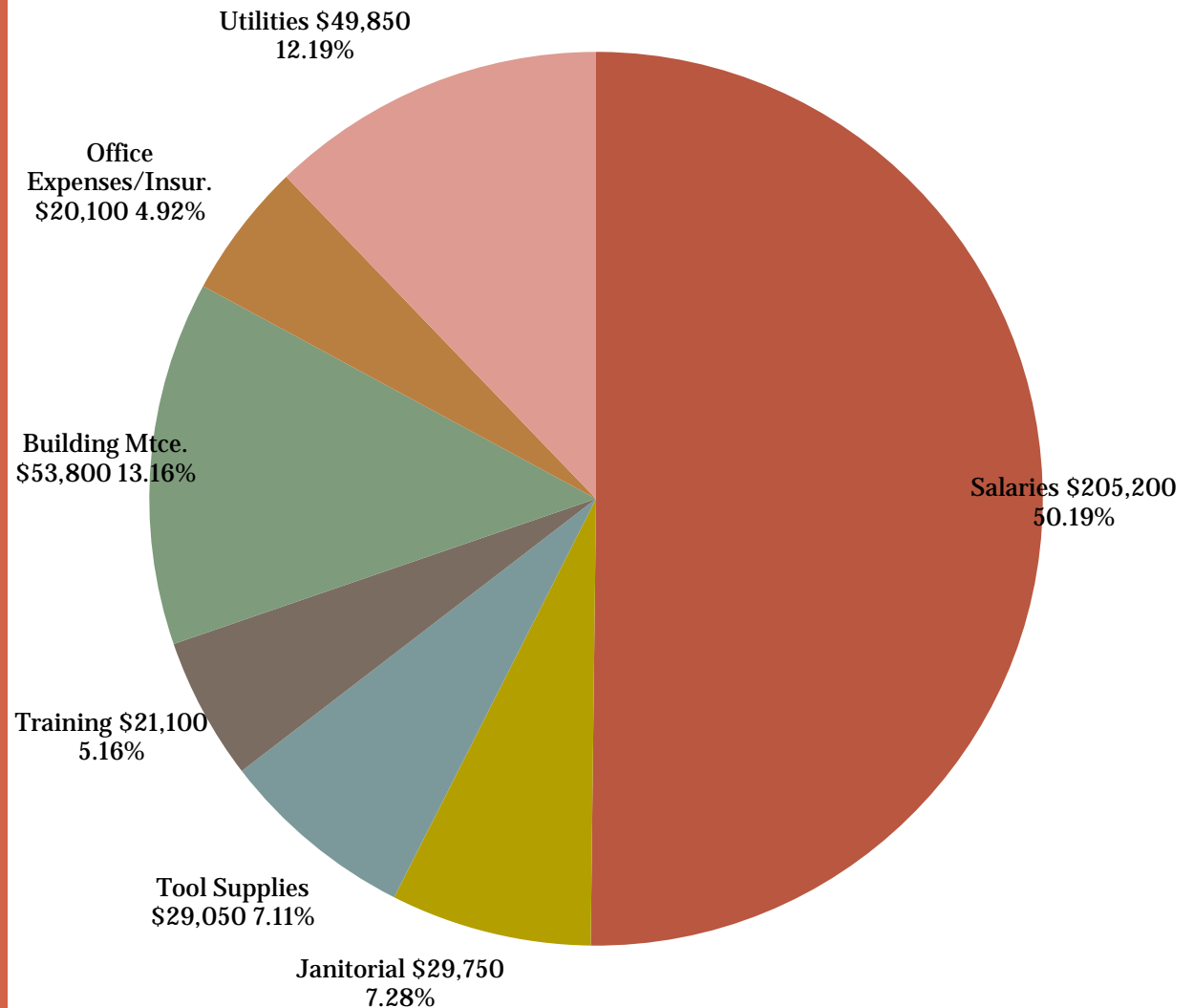
Increases:

- 2% Wage Increase
- Utilities
 - 3% Power
 - 3% Natural Gas

- Building Mtce.
- Security
- Decreases:

- Training
- Photo Copier
- Janitorial

Total Budget = \$408,850



Works Yard Administration			
(Page 33 - Budget Manual)			
(Pages 230-231 - Budget Manual)			
2016	2015	Variance	%
\$408,850	\$403,800	\$5,050	1.25

Description: Pertains to Public Works Compound:

- Salaries
- Janitorial
- Tool Supplies
- Bldg/Ground Maintenance
- Office Expenses/Insurance
- Utilities
- Training

INCREASES:

Account	Description	2016 Proposed	2015	Variance	%	Reason
PW Purchasing Salaries						
01-2-2310-011	Purchasing - Salaries	\$123,950	\$121,500	\$2,450	2.02	Proposed 2% increase.
PW Inventory Wages						
01-2-2312-010	Warehouse Attendant - Wages	\$81,250	\$79,150	\$2,100	2.65	Proposed 2% increase and reflect closer to actual.
PW Utilities						
01-2-2313-020	PW Telephone	\$8,800	\$8,750	\$50	0.57	
01-2-2313-022	PW Natural Gas	\$15,250	\$15,000	\$250	1.67	Up 3% due to natural gas costs.
01-2-2313-023	PW Refuse Collection	\$8,500	\$8,000	\$500	6.25	Increased due to ongoing cleanup.
01-2-2313-024	PW Water/Sewer	\$2,300	\$2,200	\$100	4.55	To reflect actual.
PW Janitorial & Safety Supplies						
01-2-2314-038	PW - Laundry	\$3,600	\$2,750	\$850	30.91	Additional coveralls for pre/post trip inspections.
PW Repair & Maintenance						
01-2-2315-037	PW Electrical	\$11,400	\$10,000	\$1,400	14.00	Ongoing electrical upgrades.
01-2-2315-039	PW Yard Security	\$2,500	\$1,000	\$1,500	150.00	To cover yearly servicing - motorized gate and door lock cards.
01-2-2315-040	PW Grounds/Yard Improvement	\$15,200	\$15,100	\$100	0.66	
01-2-2315-041	PW Carpenter Building	\$1,500	\$1,400	\$100	7.14	
01-2-2315-042	PW Electrical Shop	\$1,400	\$900	\$500	55.56	Closer to actual.
PW Photocopy						
01-2-2316-029	PW Photocopy Paper	\$2,600	\$2,100	\$500	23.81	
Total Increase:				\$10,400		

DECREASES:

PW Training and Safety						
01-2-2311-033	PW Office Training, Books, Travel	\$12,000	\$13,100	(\$1,100)	(8.40)	Closer to actual.
01-2-2311-036	PW Efficiency Awards	\$300	\$500	(\$200)	(40.00)	Closer to actual.
PW Janitorial & Safety Supplies						
01-2-2314-035	Works Yard - Janitorial Supplies	\$4,250	\$4,500	(\$250)	(5.56)	Closer to actual.
01-2-2314-036	PW - Small Tools	\$6,000	\$6,500	(\$500)	(7.69)	Closer to actual.
01-2-2314-039	PW - Coveralls	\$2,850	\$3,200	(\$350)	(10.94)	
PW Repair & Maintenance						
01-2-2315-036	PW Plumbing/Washrooms	\$3,000	\$3,950	(\$950)	(24.05)	Due to on water demand system.
01-2-2315-038	PW Fire/Safety	\$6,000	\$7,500	(\$1,500)	(20.00)	Closer to actual.
PW Photocopy & Insurance						
01-2-2316-027	PW - Photocopier Lease	\$6,000	\$6,500	(\$500)	(7.69)	Closer to actual.
Total Decrease:				(\$5,350)		

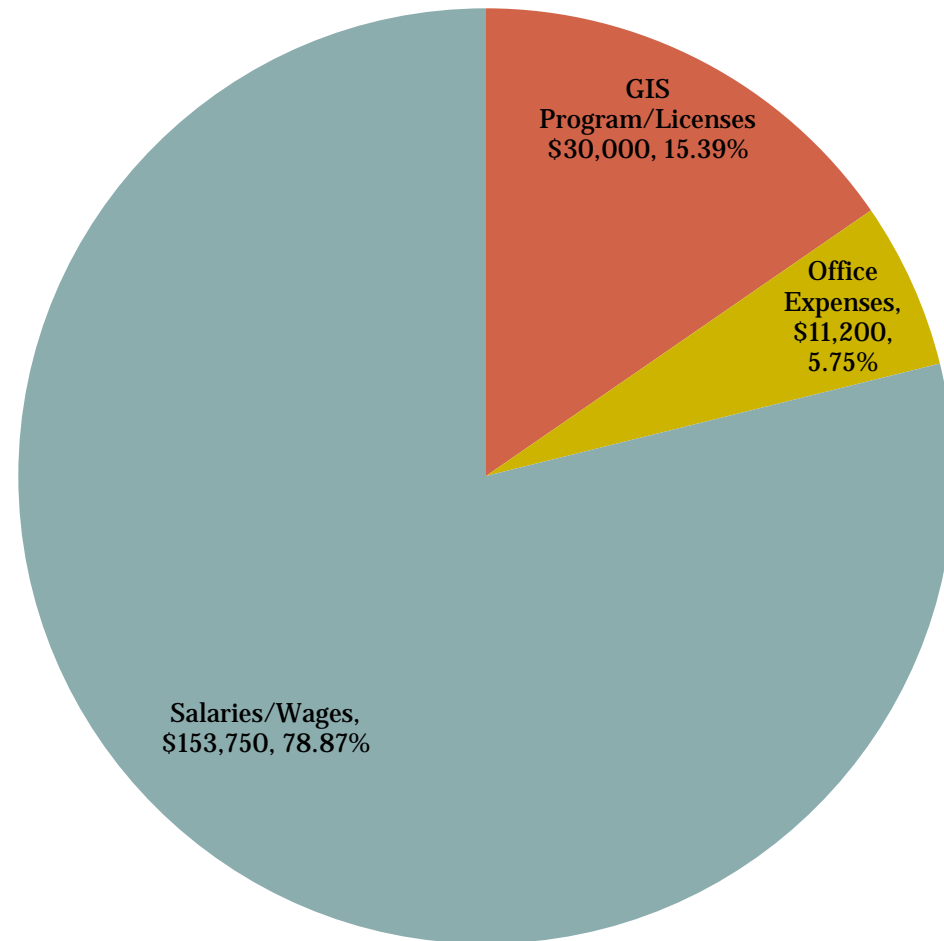


Engineering Services

Increases:

- 2% wage increase
- New Recruitment:
 - Engineering Tech/Working Foreman

Total Budget = \$194,950



Engineering Services Department			
(Page 33 - Budget Manual)			
(Page 231 - Budget Manual)			
2016	2015	Variance	%
\$194,950	\$142,900	\$52,050	36.42

Description: Services on all City Infrastructures:

- Under and Above Ground
- Capital & Maintenance Programs
- Contract Services
- City & Public Inquiries
- Maintain GIS Program

INCREASES:

Account	Description	2016 Proposed	2015	Variance	%	Reason
Engineering						
01-2-2322-011	Engineering - Salaries	\$103,750	\$101,700	\$2,050	2.02	
	Engineering -Overlap/Recruitm	\$50,000	\$0	\$50,000	#DIV/0!	Pending retirement-recruitment overlap + % Salary increase.
Total Increase:				\$52,050		



Transportation

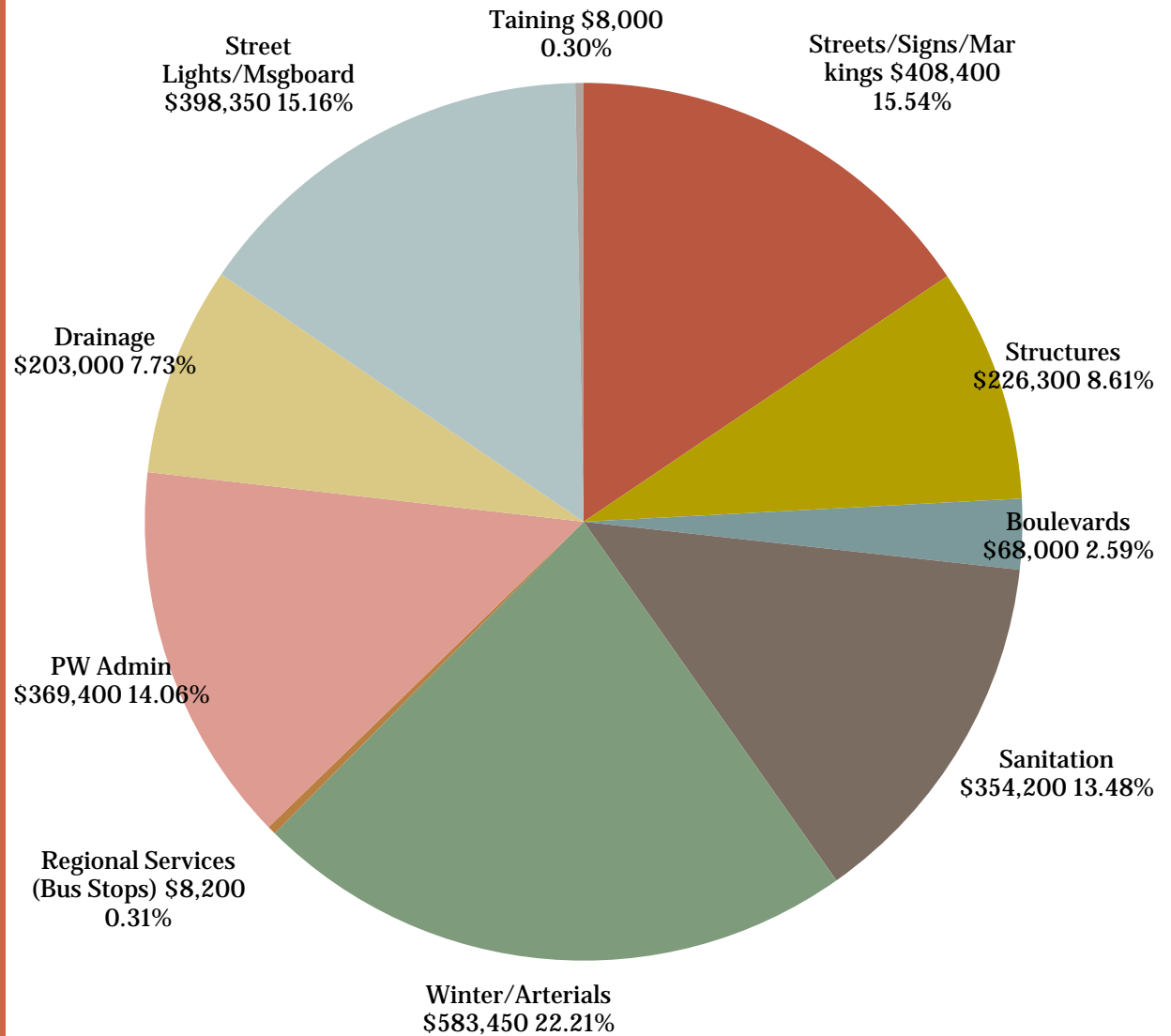
Increases:

- 2% Wages
- 3% Power
- 3% Natural Gas
- Sanitation
- Traffic Signs/Road Markings
- Security
- Fleet Rate Increase

Decreases:

- Street Light Repairs
- Structures – Old Bridge
- Winter Accounts

Total Budget = \$2,627,300



Transportation Public Works - Streets, Structures, Sanitation, etc.

(Page 33 - Budget Manual)

(Pages 232-234 - Budget Manual)

2016	2015	Variance	%
\$2,627,300	\$2,693,300	(\$66,000)	(2.45)

Description:

- Roads/Alley Maintenance
- Sanitation
- Bldg Mtce - all City Facilities
- Structure Mtce - Walks, Walls, Stairs, etc.

INCREASES:

Account	Description	2016 Proposed	2015	Variance	%	Reason
PW Admin and Clerks Wages						
01-2-2321-010	Public Works Clerks Wages	\$102,300	\$99,650	\$2,650	2.66	Proposed 2% increase.
01-2-2321-011	Public Works Admin - Salaries	\$201,600	\$197,650	\$3,950	2.00	Proposed 2% increase.
01-2-2321-040	Weekend Standby Wages	\$29,000	\$27,500	\$1,500	5.45	Closer to actual.
Streets						
01-2-2323-100	Streets - Pot Hole Patch	\$26,000	\$25,000	\$1,000	4.00	Closer to actual.
01-2-2323-106	Streets - Lane Grading	\$9,500	\$9,400	\$100	1.06	
Street Lighting and Message Centre						
01-2-2325-021	Street Lights Power	\$231,750	\$225,000	\$6,750	3.00	Closer to actual.
01-2-2325-211	Street Traffic Lights Signals Prov	\$14,900	\$14,600	\$300	2.05	Closer to actual.
01-2-2325-212	Street Traffic Lights CP Crossing	\$4,000	\$3,250	\$750	23.08	Closer to actual.
01-2-2325-220	PW - Banners	\$9,600	\$9,500	\$100	1.05	
01-2-2325-225	Street Christmas Décor Up/Dow	\$18,300	\$18,000	\$300	1.67	
01-2-2325-230	Street Utility Training and Deve	\$8,000	\$6,650	\$1,350	20.30	Closer to actual.
Traffic Signs and Maintenance						
01-2-2326-120	Traffic New Signs	\$63,600	\$43,600	\$20,000	45.87	Signage changes as per ICBC recommendations.
01-2-2326-122	Traffic Road Line Marking	\$56,000	\$51,000	\$5,000	9.80	Closer to actual and crosswalk enhancements as per ICBC recommendations.
Structures						
01-2-2328-135	Structures NPGR R/M	\$21,000	\$20,600	\$400	1.94	Closer to actual.
01-2-2328-137	Structures Vandalism	\$7,600	\$7,500	\$100	1.33	
01-2-2328-138	Structures Security	\$33,000	\$30,000	\$3,000	10.00	Closer to actual.
Boulevards						
01-2-2329-144	Boulevards Tree Removal	\$19,400	\$19,000	\$400	2.11	
Sanitation						
01-2-2330-153	Sanitation Contractor Clean Up	\$60,000	\$48,600	\$11,400	23.46	Closer to actual - CDS Services.
01-2-2330-156	Sanitation Spring Clean Up	\$26,700	\$25,700	\$1,000	3.89	Closer to actual.
01-2-2330-157	Sanitation Fall Clean Up	\$29,000	\$27,500	\$1,500	5.45	Closer to actual.
Winter						
01-2-2331-166	Winter Sand Boxes/Bags	\$5,450	\$5,200	\$250	4.81	
Drainage						
01-2-2333-195	Drainage Storm Flood Clean	\$35,000	\$33,400	\$1,600	4.79	Closer to actual - Equipment at intakes.
Total Increase:				\$63,400		

Account	Description	2016 Proposed	2015	Variance	%	Reason
PW Administration						
01-2-2321-036	PW Training/Development	\$25,000	\$25,700	(\$700)	(2.72)	Closer to actual.
Streets						
01-2-2323-105	Streets - Road Grading	\$2,800	\$3,000	(\$200)	(6.67)	Closer to actual.
01-2-2323-108	Streets - Dust Control	\$8,000	\$9,100	(\$1,100)	(12.09)	Closer to actual - Teck contributions.
01-2-2323-109	St. Customer Service	\$2,500	\$3,700	(\$1,200)	(32.43)	Closer to actual.
Street Lighting and Message Centre						
01-2-2325-200	Street Lights Repairs	\$55,000	\$74,700	(\$19,700)	(26.37)	Due to new LED lighting program.
01-2-2325-201	Street Lights Signage	\$1,500	\$1,600	(\$100)	(6.25)	Closer to actual.
01-2-2325-205	Street Lights Pole Replacement	\$15,000	\$15,200	(\$200)	(1.32)	Closer to actual.
01-2-2325-210	Street Traffic Lights R/M	\$11,000	\$17,100	(\$6,100)	(35.67)	Due to new 4-way stop at Bay/Farwell (one less traffic control)
Structures						
01-2-2328-127	Structures Fountain/Flag Maint.	\$2,000	\$3,000	(\$1,000)	(33.33)	Closer to actual.
01-2-2328-129	Structures Walls R/M	\$20,600	\$20,700	(\$100)	(0.48)	
01-2-2328-131	Structures Handrail R/M	\$28,500	\$30,500	(\$2,000)	(6.56)	Closer to actual.
01-2-2328-132	Structures Bridge R/M	\$6,000	\$10,100	(\$4,100)	(40.59)	Closer to actual.
01-2-2328-133	Structures Wharf R/M	\$2,600	\$5,400	(\$2,800)	(51.85)	Closer to actual - Hydro contributions.
01-2-2328-136	Structures Curb & Gutter R/M	\$14,500	\$14,700	(\$200)	(1.36)	
Boulevards						
01-2-2329-146	Boulevards Landscaping City Cre	\$7,900	\$8,900	(\$1,000)	(11.24)	Closer to actual.
Sanitation						
01-2-2330-151	Sanitation Street Flushing	\$67,000	\$69,800	(\$2,800)	(4.01)	Closer to actual.
01-2-2330-152	Sanitation Clean Up	\$25,000	\$31,800	(\$6,800)	(21.38)	Closer to actual.
01-2-2330-155	Sanitation Contractor R/M	\$9,000	\$11,000	(\$2,000)	(18.18)	Closer to actual - Communal bear bins.
Winter						
01-2-2331-160	Winter Road Sanding	\$270,000	\$300,000	(\$30,000)	(10.00)	Closer to actual, \$30,000 transferred to Parks accounts.
01-2-2331-164	Winter Sidewalk Sand/Snow Re	\$49,000	\$51,500	(\$2,500)	(4.85)	Closer to actual.
01-2-2331-168	Winter Snow Removal Contract	\$52,500	\$65,000	(\$12,500)	(19.23)	Closer to actual, \$10,000 transferred to Parks accounts.
01-2-2331-169	Winter Property Damage	\$19,500	\$21,500	(\$2,000)	(9.30)	Closer to average.
Arterial Highways						
01-2-2332-172	Highway Secondary Maintenance	\$75,000	\$85,800	(\$10,800)	(12.59)	Closer to average.
01-2-2332-175	Hwy Arterial/Waneta Mtce & Ur	\$12,000	\$12,400	(\$400)	(3.23)	Closer to average.
Drainage						
01-2-2333-186	Drainage Ditch Clean	\$20,000	\$25,600	(\$5,600)	(21.88)	Closer to actual.
01-2-2333-190	Drainage Catchbasin Clean	\$26,000	\$30,100	(\$4,100)	(13.62)	Closer to actual.
01-2-2333-192	Drainage Storm Flushing	\$22,500	\$23,300	(\$800)	(3.43)	Closer to actual.
01-2-2333-193	Drainage Storm Sewer R/M	\$57,500	\$65,800	(\$8,300)	(12.61)	Closer to average.
				Total Decrease:	(\$129,100)	



Parking Operations

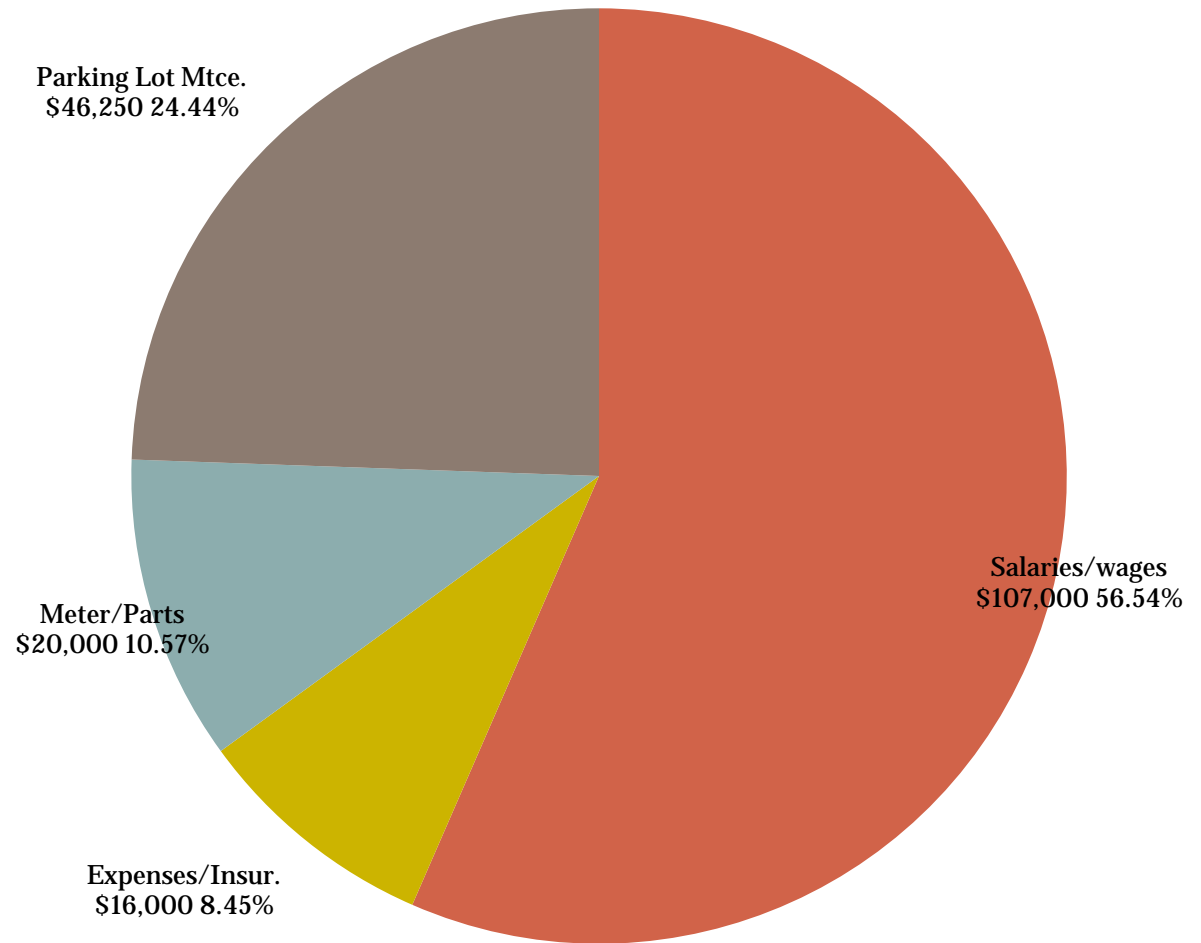
Increases:

- 2% wage increase
- Utilities
 - 3% power
- Meters –Parts
- Parking lot maintenance

Decreases:

- Parking ticket Purchases
- Meter - Repairs

Total Budget = \$189,250



Parking Operations			
(Page 33 - Budget Manual)			
(Page 235 - Budget Manual)			
2016	2015	Variance	% Increase
\$189,250	\$185,600	\$3,650	1.97

Description:

- Salaries
- Parking Lot Maintenance
- Parking Operations - Meters/Lots

INCREASES:

Account	Description	2016 Proposed	2015	Variance	%	Reason
Parking Operations						
01-2-2327-010	Parking - Salaries and Wages	\$107,000	\$104,900	\$2,100	2.00	Proposed 2% increase.
01-2-2327-021	Parking Lot Power	\$4,250	\$4,100	\$150	3.66	3% power cost increase.
01-2-2327-111	Parking Meters Parts	\$9,000	\$8,400	\$600	7.14	Closer to actual.
01-2-2327-117	Parking Lot Maintenance	\$34,000	\$31,000	\$3,000	9.68	Closer to actual.
01-2-2327-118	Parking Management System	\$8,000	\$6,700	\$1,300	19.40	3% increase in Service Agreement.
Total Increase:				\$7,150		

DECREASES:

Parking Operations						
01-2-2327-101	Parking Office Postage	\$1,000	\$1,250	(\$250)	(20.00)	Closer to actual.
01-2-2327-105	Parking Lot Tickets	\$1,500	\$2,000	(\$500)	(25.00)	Closer to actual.
01-2-2327-112	Parking Meters R/M	\$11,000	\$13,750	(\$2,750)	(20.00)	Closer to actual.
Total Decrease:				(\$3,500)		

2016 CITY PARKS BUDGET PROPOSAL

Parks - Public Works Component

(Page 55 - Budget Manual)

(Page 245 - Budget Manual)

2016	2015	Variance	%
\$621,950	\$580,300	\$41,650	7.18

Description: Public Works Responsibilities:

- Turf Management
- Flowerbed Contracts
- Sanitation - Litter, Weed, Leaf Controls
- Facility Maintenance
- Memorial Bench Program

INCREASES:

Account	Description	2016 Proposed	2015	Variance	%	Reason
City Parks Expenditures						
01-2-2718-021	Parks Turf Power	\$2,400	\$2,300	\$100	4.35	3% power cost increase.
01-2-2718-400	Parks Turf Mowing / Trimming	\$164,000	\$134,300	\$29,700	22.11	Closer to actual.
01-2-2718-403	Parks Turf Irrigation and R/M	\$168,000	\$160,400	\$7,600	4.74	Closer to actual.
01-2-2718-404	Parks Turf General Overhaul	\$23,400	\$22,200	\$1,200	5.41	Closer to actual.
01-2-2718-411	Parks Hort. Tree Prune City Crev	\$10,700	\$10,000	\$700	7.00	Closer to actual.
01-2-2718-413	Parks Hort Shrub Maintenance	\$2,000	\$1,600	\$400	25.00	Contract services.
01-2-2718-430	Park Fac. Public Works Services	\$33,550	\$31,600	\$1,950	6.17	Closer to actual.
01-2-2718-445	Parks Sanitation Litter Control	\$32,600	\$30,700	\$1,900	6.19	Closer to actual.
01-2-2718-461	Parks Safety Supplies	\$2,000	\$1,000	\$1,000	100.00	Closer to actual.
01-2-2718-470	Parks Admin Train / Develop.	\$2,500	\$2,000	\$500	25.00	
Total Increase:				\$45,050		

DECREASES:

City Parks Expenditures						
01-2-2718-412	Parks Hort Tree Plant Contracto	\$1,500	\$3,000	(\$1,500)	(50.00)	Closer to actual.
01-2-2718-447	Parks Sanitation Leaf Control	\$27,800	\$29,700	(\$1,900)	(6.40)	Closer to actual.
Total Decrease:				(\$3,400)		

2016 CEMETERY BUDGET PROPOSAL

Cemetery			
(Page 42 - Budget Manual)			
(Page 239 - Budget Manual)			
2016	2015	Variance	%
\$280,750	\$277,700	\$3,050	1.10

Description: Interments - Burials, Cremains:
 - Ground Maintenance at Mountain View & Old Trail Cem.
 (Turf, Irrigation, Roads, Site Restoration)
 - Building Maintenance (Mausoleum, Shop, Office)
 - Training

INCREASES:

Account	Description	2016 Proposed	2015	Variance	%	Reason
Cemetery Expenditures						
01-2-2750-020	Cemetery Telephone	\$650	\$500	\$150	30.00	To support cellular phone service.
01-2-2750-024	Cemetery Water	\$12,300	\$12,200	\$100	0.82	Closer to actual.
01-2-2750-036	Cemetery T/D Wages	\$2,900	\$2,800	\$100	3.57	Reflect actual.
01-2-2750-203	Cemetery Interment Cremains	\$20,750	\$19,200	\$1,550	8.07	Reflect actual.
01-2-2750-208	Cemetery Mausoleum Niches Ir	\$2,250	\$2,000	\$250	12.50	
01-2-2750-212	Cemetery Turf Management	\$24,500	\$23,500	\$1,000	4.26	Closer to actual.
01-2-2750-215	Cemetery Fall Clean	\$9,950	\$9,500	\$450	4.74	Closer to actual.
01-2-2750-216	Cemetery Site Restore - City Cre	\$60,300	\$57,000	\$3,300	5.79	Closer to actual.
01-2-2718-218	Cemetery Irrigation	\$10,100	\$9,500	\$600	6.32	Closer to actual.
01-2-2750-219	Cemetery Winter Snow/Ice/Sar	\$20,800	\$19,400	\$1,400	7.22	Closer to actual.
01-2-2750-220	Cemetery Winter Staking Grave	\$3,200	\$3,000	\$200	6.67	
01-2-2750-223	Cemetery Road Maint.	\$6,000	\$5,900	\$100	1.69	
01-2-2750-230	Cemetery Mausoleum Bldg Mai	\$5,100	\$4,800	\$300	6.25	Closer to actual.
01-2-2750-231	Cemetery Maus. Grounds Mtce.	\$3,400	\$3,200	\$200	6.25	
01-2-2750-235	Cemetery Admin. & Supplies	\$18,500	\$15,700	\$2,800	17.83	Reflect actual.
01-2-2750-245	Cemetery Safety	\$850	\$600	\$250	41.67	Closer to actual.
Total Increase:				\$12,750		

DECREASES:

Cemetery Expenditures						
01-2-2750-022	Cemetery Natural Gas	\$1,000	\$1,150	(\$150)	(13.04)	Closer to actual.
01-2-2750-034	Cemetery Insurance	\$5,500	\$5,600	(\$100)	(1.79)	Closer to actual.
01-2-2750-200	Cemetery Interment Adult	\$20,000	\$23,000	(\$3,000)	(13.04)	Closer to actual.
01-2-2750-213	Cemetery Weed Control	\$7,300	\$13,000	(\$5,700)	(43.85)	Reduced to assist in 0% increase.
01-2-2750-222	Cemetery Head Stone Edging	\$5,500	\$6,000	(\$500)	(8.33)	Closer to actual.
01-2-2750-246	Cemetery Labor/Mgmt Wages	\$250	\$500	(\$250)	(50.00)	Closer to actual.
Total Decrease:				(\$9,700)		