

Appendix A: Actual vs Budget Year to Date by Department

Building & Development Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Fines/Penalties	5,500	1,064	(4,437)	19.34%
Other Revenue	35,000	278	(34,722)	0.80%
Permits/Licenses ¹	199,730	154,902	(44,828)	77.56%
Transfer from Reserves ²	44,456	0	(44,456)	0.00%
User Fees/Charges ³	26,500	16,017	(10,483)	60.44%
Total Revenue	311,186	172,261	(138,925)	55.36%
Expense:				
Contracted Services	102,182	18,822	(83,360)	18.42%
Materials ⁴	75,691	13,653	(62,038)	18.04%
Transfer to Reserves	3,230	1,615	(1,615)	50.00%
Wages & Benefits	290,318	104,804	(185,515)	36.10%
Total Expense	471,421	138,893	(332,527)	29.46%
Net Total	(160,235)	33,367	193,602	-20.82%

The expenses remain slightly low from first quarter. It is expected that they will be more in line with target for the third quarter variance report.

¹ Licenses and Permits have increased significantly since the first quarter report as we enter the peak season.

² Transfer to/from reserves usually completed as part of the year end process.

³ User fees have also increased significantly since the first quarter report as we enter building season.

⁴ This is slightly low due to timing of invoices for upgrading and maintenance that are not anticipated until the fall. Vehicle repairs and maintenance have also remained minimal. The training and conference budget has not been utilized due to the timing of conferences offered.

Cemetery Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Cemetery	88,300	52,736	(35,564)	59.72%
Donations/Fundraising	350	0	(350)	0.00%
Investment Income ⁵	17,400	5,947	(11,453)	34.18%
Total Revenue	106,050	58,683	(47,367)	55.34%
Expense:				
Contracted Services ⁶	4,839	4,144	(695)	85.64%
Materials ⁷	49,495	14,816	(34,679)	29.93%
Transfer to Reserves	10,080	3,290	(6,790)	32.64%
Wages & Benefits	83,101	43,194	(39,907)	51.98%
Total Expense	147,516	65,444	(82,071)	44.36%
Net Total	(41,466)	(6,761)	34,704	16.31%

The Cemetery revenues and expenses are currently in line with budgeted figures and are expected to remain that way. Due to the timing and seasonal nature of work some of the investment interest and materials expenses are not reflected in this quarterly report.

⁵ Investment income is slightly lower than target due to the timing of the interest recognition entries as June 2017 interest has not been included.

⁶ Contracted services consists predominantly of an annual maintenance renewal fee.

⁷ Materials are expected to increase over the course of the third quarter.

Emergency Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Donations/Fundraising ⁸	22,700	7,399	(15,301)	32.59%
Grant Revenues ⁹	25,000	34,120	9,120	136.48%
Other Revenue	4,000	100	(3,900)	2.50%
User Fees/Charges ¹⁰	18,941	22,773	3,831	120.23%
Total Revenue	70,641	64,392	(6,250)	91.15%
Expense:				
Contracted Services	100,860	49,872	(50,988)	49.45%
Materials	239,753	129,929	(109,824)	54.19%
Transfer to Reserves	169,686	84,843	(84,843)	50.00%
Wages & Benefits	430,709	200,211	(230,498)	46.48%
Total Expense	941,008	464,855	(476,153)	49.40%
Net Total	(870,366)	(400,463)	469,903	46.01%

The expenses within the Emergency Services department are right on target with the second quarter of operations. Therefore, it is reasonable to assume they will remain within target until the end of the fiscal year. Revenues are greater than anticipated and are impacted by the Fire Agreement and the location and frequency of fire calls.

⁸ Currently only the revenues received from the Dashwood Firemen's Breakfast are included in these totals due to timing.

⁹ Grant revenues are greater than expected as a result of the Fire Agreement with the Municipality of Bluewater.

¹⁰ Greater than anticipated due to revenues received related to vehicle fires and fire agreements.

General Administration

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Fines/Penalties	193,230	99,784	(93,446)	51.64%
Grant Revenues	1,373,013	689,244	(683,769)	50.20%
Investment Income	70,000	45,877	(24,123)	65.54%
Other Revenue ¹¹	2,500	9,886	7,386	395.43%
Permits/Licenses	12,200	5,676	(6,524)	46.53%
Taxation Levy	8,010,330	3,765,894	(4,244,436)	47.01%
Transfer from Reserves ¹²	120,767	0	(120,767)	0.00%
User Fees/Charges	21,400	15,906	(5,494)	74.33%
Total Revenue	9,803,440	4,632,267	(5,171,173)	47.25%
Expense:				
Contracted Services	1,997,274	851,286	(1,145,988)	42.62%
External Transfers	272,772	127,644	(145,128)	46.80%
Grant Expenses	67,784	38,034	(29,750)	56.11%
Materials	315,155	146,627	(168,528)	46.53%
Transfer to Reserves	51,287	22,143	(29,144)	43.18%
Wages & Benefits	1,008,935	497,321	(511,614)	49.29%
Total Expense	3,713,206	1,683,055	(2,030,151)	45.33%
Net Total	6,090,234	2,949,212	(3,141,022)	48.43%

General Administration expenses are right on target with the second quarter of operations. Revenues are within target overall with some unexpected additional revenues recorded in this quarter.

¹¹ \$6,280 was received for transitional costs related to switching banks. More is expected and will be reflected on the next quarterly report.

¹² As with many reserve transfers these are part of the year end process and are expected to be within budget.

Recreation and Cultural Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Donations/Fundraising ¹³	18,800	19,190	390	102.07%
Grant Revenues	23,088	1,000	(22,088)	4.33%
Other Revenue ¹⁴	10,378	12,251	1,873	118.05%
User Fees/Charges ¹⁵	716,085	229,710	(486,375)	32.08%
Total Revenue	768,351	262,150	(506,201)	34.12%
Expense:				
Contracted Services	98,330	33,469	(64,861)	34.04%
Debt - Interest Payments	31,609	15,970	(15,639)	50.52%
Debt - Principal payments	33,132	16,400	(16,732)	49.50%
Grant Expenses	30,591	0	(30,591)	0.00%
Materials	755,886	349,425	(406,461)	46.23%
Transfer to Reserves ¹⁶	104,204	62,102	(42,102)	59.60%
Wages & Benefits	986,092	384,389	(601,703)	38.98%
Total Expense	2,039,844	861,755	(1,178,088)	42.25%
Net Total	(1,271,493)	(599,605)	671,888	47.16%

Revenues are greater than expected for the second quarter for Recreation and expenses appear to be on target. The second half of the fiscal year is the busiest for this department and will be reflected in the subsequent variance report.

¹³ This includes a one-time allocation from Huron County in the amount of \$8,000 for water re-fill stations.

¹⁴ This includes a grant from Hydro One that was received for McNaughton Washroom and is currently offset by a transfer to reserve for future use.

¹⁵ Due to the seasonality of the user fees in Recreation it is reasonable to assume they will remain within targeted levels by end of year.

¹⁶ Includes a grant from Hydro One as mentioned above.

Sewer Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Fines/Penalties ¹⁷	0	1,326	1,326	100.00%
Other Revenue	30,000	2,860	(27,140)	9.53%
User Fees/Charges ¹⁸	1,963,518	649,460	(1,314,058)	33.08%
Total Revenue	1,993,518	653,647	(1,339,871)	32.79%
Expense:				
Contracted Services	286,155	56,807	(229,348)	19.85%
Debt - Interest Payments	419,675	203,327	(216,348)	48.45%
Debt - Principal payments	322,291	150,106	(172,185)	46.57%
Materials ¹⁹	287,606	200,924	(86,681)	69.86%
Transfer to Reserves	468,584	234,292	(234,292)	50.00%
Wages & Benefits	185,015	99,702	(85,313)	53.89%
Total Expense	1,969,326	945,159	(1,024,167)	47.99%
Net Total	24,192	(291,512)	(315,705)	

Revenues are slightly low for sewer services due to the exclusion of the June 30 billings for Stephen. Expenses are within target overall and expected to remain this way.

¹⁷ Penalty revenues, budgeted amount included under user fees.

¹⁸ The user fees do not reflect the June 30 billing for Stephen due to the timing of this report.

¹⁹ The materials are slightly high for the second quarter due to the replacement of pumps at the William St Sanitary Pumping Station. In addition, some annual charges, such as rust-coating vehicles, have been included.

Solid Waste

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Other Revenue	34,000	13,944	(20,056)	41.01%
User Fees/Charges	1,133,326	431,268	(702,059)	38.05%
Total Revenue	1,167,326	445,211	(722,115)	38.14%
Expense:				
Contracted Services	557,781	289,724	(268,058)	51.94%
Materials	362,557	170,241	(192,315)	46.96%
Transfer to Reserves ²⁰	124,063	9,696	(114,367)	7.82%
Wages & Benefits	174,232	72,623	(101,608)	41.68%
Total Expense	1,218,632	542,284	(676,348)	44.50%
Net Total	(51,306)	(97,073)	(45,767)	

The slightly lower revenues are due to the timing differences between quarterly reporting and utility billing cycles. Expenses and revenues are well within normal means for the second quarter of operations.

²⁰ Reserve transfers generally happen as part of the year end process.

Streetlighting

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
General Revenue	161,579	80,515	(81,064)	49.83%
Total Revenue	161,579	80,515	(81,064)	49.83%
Expense:				
Materials	138,000	41,053	(96,947)	29.75%
Transfer to Reserves	23,580	11,559	(12,021)	49.02%
Total Expense	161,580	52,613	(108,968)	32.56%
Net Total	(1)	27,902	27,904	

Expenses are well within normal means for the second quarter of operations. The levy is on target as well.

Transportation Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Grant Revenues ²¹	41,777	0	(41,777)	0.00%
Other Revenue ²²	40,000	67,915	27,915	169.79%
Permits/Licenses	0	600	600	100.00%
User Fees/Charges	14,476	14,476	0	100.00%
Total Revenue	96,253	82,991	(13,262)	86.22%
Expense:				
Contracted Services	28,856	11,014	(17,842)	38.17%
Debt - Interest Payments ²³	1,989	1,989	0	100.00%
Debt - Principal payments	40,937	40,937	0	100.00%
Grant Expenses ²⁴	83,555	12,720	(70,835)	15.22%
Materials ²⁵	1,205,581	653,515	(552,066)	54.21%
Transfer to Reserves	690,497	345,249	(345,248)	50.00%
Wages & Benefits	912,003	417,389	(494,614)	45.77%
Total Expense	2,963,418	1,482,812	(1,480,606)	50.04%
Net Total	(2,867,165)	(1,399,821)	1,467,344	48.82%

The revenues and expense are in line with the budgeted figures for the second quarter. Additional revenues have been received as per the agreement with Goshen Wind.

²¹ These revenues are for the municipal drains superintendent and maintenance grant.

²² The bulk of these revenues are from Goshen Wind as per the agreement.

²³ Debt amounts are an annual entry.

²⁴ This is an expense associated with the municipal drains as well. It is expected to be within target.

²⁵ As stated in the first quarter report the vehicle repairs are higher than anticipated. The transportation manager plans to bring a report to Council to provide these details following the third quarter variances.

Water Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
Revenue:				
Fines/Penalties	18,000	8,069	(9,931)	44.83%
Other Revenue	50,000	16,588	(33,412)	33.18%
Transfer from Reserves	25,000	0	(25,000)	0.00%
User Fees/Charges ²⁶	3,797,470	1,178,511	(2,618,959)	31.03%
Total Revenue	3,890,470	1,203,168	(2,687,302)	30.93%
Expense:				
Contracted Services	88,500	23,369	(65,131)	26.41%
Debt - Interest Payments	557,249	281,150	(276,099)	50.45%
Debt - Principal payments	421,847	208,398	(213,449)	49.40%
Materials ²⁷	999,475	355,615	(643,860)	35.58%
Transfer to Reserves	800,000	400,000	(400,000)	50.00%
Wages & Benefits	545,045	239,276	(305,769)	43.90%
Total Expense	3,412,116	1,507,808	(1,904,308)	44.19%
Net Total	478,354	(304,640)	(782,994)	

The revenues and expenses for water services are within normal means for the second quarter of operations. There is nothing to suggest that they will not remain this way.

²⁶ This does not include the June 30 utility billing for Stephen.

²⁷ The materials section for sewer services was slightly high which offsets the slightly lower costs of water services.