

## **199 – GM Community Services/Facilities**

Managerial support services from the GM of the Community Services Department, the Division Manager of Facilities and Transit Management and the Capital Projects Coordinator. The costs of these positions include: salaries and benefits plus administration support staff, other CVRD department support service allocations and misc. expenses. There are no capital expenditures. The costs are allocated to various divisions within the Community Services Department which are then funded primarily through user fees, tax requisition and some grants.

**COWICHAN VALLEY REGIONAL DISTRICT**

**2023-2027 FINANCIAL EXPENDITURE PROGRAM**

**Service: GM Community Services/Facilities**

**Function: 199**

<b>TOTAL EXPENDITURE</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Operational Costs	\$659,225	\$690,474	\$711,188	\$732,524	\$754,500	\$777,135
Long Term Debt						
Short Term Debt						
Capital						
Transfer to Capital Reserve						
<b>TOTAL APPLICATION OF FUNDS</b>	<b>\$659,225</b>	<b>\$690,474</b>	<b>\$711,188</b>	<b>\$732,524</b>	<b>\$754,500</b>	<b>\$777,135</b>
<b><u>SOURCES OF FUNDS</u></b>						
Requisition/Parcel Tax						
User Fee						
Transfer from Operating Reserve	48,124	61,170				
Transfer from Feasibility Study Reserve						
Other	611,101	629,304	711,188	732,524	754,500	777,135
Debt Proceeds						
Surplus/(Deficit)						
<b>TOTAL SOURCE OF FUNDS</b>	<b>\$659,225</b>	<b>\$690,474</b>	<b>\$711,188</b>	<b>\$732,524</b>	<b>\$754,500</b>	<b>\$777,135</b>

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Function Type : Selective

GENERAL REVENUE FUND					
199 - GM COMMUNITY SERVICES/FACILITI					
		2020	2021	2022	2023
		ACTUAL	ACTUAL	AMENDED BUDG	BUDGET VALUE
OPERATING REV					
2000 GRANTS					
01-1-2000-2121	PROVINCIAL CONDITIONAL	-44,806	-28,693	0	0
Total GRANTS		-44,806	-28,693	0	0
4433 RECOVERY OF COSTS					
01-1-4433-0000	GENERAL	-5,101	-7,258	0	0
Total RECOVERY OF COSTS		-5,101	-7,258	0	0
9120 TRANSFER FROM OPERATING RESERVE					
01-1-9120-0000	TSF FROM OPERATING RESEF	0	0	-48,124	-61,170
Total TRANSFER FROM OPERA		0	0	-48,124	-61,170
Total OPERATING REV		-49,907	-35,952	-48,124	-61,170
OPERATING EXP					
1300 GM COM. SERVICES					
01-2-1300-1101	SALARIES/FULL TIME REGULA	203,814	218,727	214,544	241,085
01-2-1300-1400	BENEFITS	50,429	48,235	66,509	73,954
01-2-1300-2110	CONFERENCES & SEMINARS	0	384	2,100	2,625
01-2-1300-2111	TRAVEL	734	896	1,175	1,193
01-2-1300-2131	TELEPHONE	795	969	1,020	1,082
01-2-1300-2340	TRAINING & DEVELOPMENT	664	6,136	830	1,250
01-2-1300-2395	MEMBERSHIPS	120	118	500	500
01-2-1300-2475	MISCELLANEOUS EQUIPMENT	360	2,635	2,500	3,250
01-2-1300-2532	COMPUTER SOFTWARE UPGR	1,011	1,375	1,110	1,044
01-2-1300-4100	ALLOC - GENERAL GOVERNME	12,029	15,832	15,252	18,912
01-2-1300-4105	PROJECT EXPENDITURES	52,326	3,199	0	0
01-2-1300-4585	ALLOC - BUILDING COSTS	6,100	7,047	7,142	0
01-2-1300-5110	SUNDRY EXPENSES	0	29	0	0
01-2-1300-5120	PROMOTION	109	28	0	0
01-2-1300-5121	MEETING EXPENSES	278	669	1,000	1,000
01-2-1300-5920	SUPPLIES - OFFICE	568	216	250	250
01-2-1300-9910	CONTINGENCY	0	0	314	0
Total GM COM. SERVICES		329,337	306,494	314,246	346,145
1310 FACILITIES					
01-2-1310-1101	SALARIES/FULL TIME REGULA	189,509	180,478	234,026	241,513
01-2-1310-1400	BENEFITS	44,127	49,559	73,140	74,869
01-2-1310-2110	CONFERENCES & SEMINARS	0	0	2,500	2,000
01-2-1310-2111	TRAVEL	571	501	1,555	1,750
01-2-1310-2131	TELEPHONE	2,194	621	2,600	1,595

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GENERAL REVENUE FUND					
199 - GM COMMUNITY SERVICES/FACILITI					
		2020	2021	2022	2023
		ACTUAL	ACTUAL	AMENDED BUDG	BUDGET VALUE
01-2-1310-2340	TRAINING & DEVELOPMENT	564	76	1,170	1,150
01-2-1310-2395	MEMBERSHIPS	950	950	1,500	1,400
01-2-1310-2475	MISCELLANEOUS EQUIPMENT	7,797	838	820	500
01-2-1310-2532	COMPUTER SOFTWARE UPGR	1,347	538	750	1,835
01-2-1310-4100	ALLOC - GENERAL GOVERNME	8,012	8,555	11,984	17,342
01-2-1310-4585	ALLOC - BUILDING COSTS	6,100	14,095	14,284	0
01-2-1310-5121	MEETING EXPENSES	26	0	200	200
01-2-1310-5920	SUPPLIES - OFFICE	1,107	90	250	175
01-2-1310-9910	CONTINGENCY	0	0	200	0
Total FACILITIES		262,304	256,300	344,979	344,329
9900 INTERNAL RECOVERIES					
01-2-9900-4520	ALLOC - GM REC & CULTURE	-290,817	-290,817	-298,944	-317,147
01-2-9900-4530	ALLOC - FACILITIES	-302,485	-302,485	-312,157	-312,157
Total INTERNAL RECOVERIES		-593,302	-593,302	-611,101	-629,304
Total OPERATING EXP		-1,661	-30,508	48,124	61,170
Surplus/Deficit		-51,567	-66,459	0	0

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	2020 ACTUAL	2021 ACTUAL	2022 AMENDED BUDG	2023 BUDGET VALUE
Summary Total Revenues	-49,907	-35,952	-48,124	-61,170
Summary Total Expenses	-1,661	-30,508	48,124	61,170
Summary Surplus/Deficit	-51,567	-66,459	0	0

## 2023 Year over Year Comparative Analysis for An Allocation Budget

Function: 199 - GM Community Services/Facilities

Allocation Change		2022 <u>Allocation</u> \$611,101	Proposed 2023 <u>Allocation</u> \$629,304	Allocation \$ Increase (Decrease) 18,203	Allocation % Increase (Decrease) 2.98%
<b>A) Core Budget</b>					
		<u>2022 \$ Budget</u>	<u>2023 \$ Budget</u>	<u>Allocation \$ Increase (Decrease)</u>	<u>Allocation % Increase (Decrease)</u>
Explanation of increase/decrease:					
	Increase transfer from operating reserve GM Community Services	(15,302)	(28,998)	(13,696)	(2.24%)
	Decrease transfer from operating reserve DM Facilities & Transit	(32,822)	(32,172)	650	0.11%
	Increase in wages & benefits - GM Com. Services wage adjust for GM plus 2023 increase	281,053	315,039	33,986	5.56%
	Increase in wages & benefits - DM Facilities & Transit for estimated 2023 increase	307,166	316,382	9,216	1.51%
	Decrease in General Government and Building allocations	48,662	36,254	(12,408)	(2.03%)
	Increase in the aggregate of other accounts	22,344	22,799	455	0.07%
				0	0.00%
	<b>Subtotal</b>	<u><b>611,101</b></u>	<u><b>629,304</b></u>	<u><b>18,203</b></u>	<u><b>2.98%</b></u>
<b>B) Prior Year One-time items</b>					
				0	0.00%
				0	0.00%
	<b>Subtotal</b>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0.00%</b></u>
<b>Draft 2023 Budget</b>				<b>18,203</b>	<b>2.98%</b>
<b>C) Other items to maintain service level</b>					
				0	0.00%
				0	0.00%
	<b>Subtotal</b>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0.00%</b></u>
<b>Total Draft 2023 Budget</b>				<b>18,203</b>	<b>2.98%</b>
<b>D) Supplemental Items</b>					
1)		-	-		0.00%
2)		-	-		0.00%
	<b>Subtotal</b>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>0</b></u>	<u><b>0.00%</b></u>
<b>Max 2023 Allocation change if Supplemental and Other Items are Approved</b>				<b>18,203</b>	<b>2.98%</b>
<b>Notes:</b>					
1) The Operating Reserve balance at December 31, 2021 is \$304,707 with \$48,124 committed in 2022 - uncommitted balance is \$256,583.					
2) The Capital Reserve balance at December 31, 2021 is - N/A					