

**Budget Request - Op Impacts of Capital & Growth**  
**G1-G11**

This material is available in alternative accessible format upon request. Please contact Heather Lagonia, [Heather.Lagonia@waterloo.ca](mailto:Heather.Lagonia@waterloo.ca), 519-747-8774 or TTY 1-866-786-3941 a minimum of 3-5 business days before it is required.

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Plan Requests

<b>Request</b>	<b>TRAN.2019.002 Waterloo Public Library Funding Increase</b>	<b>Prepared By</b>	Kim Reger
<b>Department</b>	Corporate Transactions	<b>Phone Number</b>	519-747-8750
<b>Division</b>	Other Corp Transactions	<b>Email</b>	kim.reger@waterloo.ca
<b>Section</b>	Library	<b>Date</b>	June 28, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**  
 On November 20, 2017, Council approved CORP2017-076, Library Funding Agreement between the Waterloo Public Library Board and the Corporation of the City of Waterloo. The funding agreement is intended to provide the necessary operating funds for the WPL to operate all the library locations although new branches or expansion of services will be submitted through the regular budget process. The 2019 WPL increase based on the WPL Funding Agreement - funding methodology is \$124,984.

**Strategic Plan Link**      Strong Community

**Describe the risks related to this request if denied or deferred (likelihood and impact):**  
 If this request is denied or deferred, it would result in a lower service level for WPL.

**What are the desired outcomes and how will the outcome be measured:**  
 The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit.

**Recommendations:**  
 That Council approves a \$124,984 increase of ongoing funding in 2019 for funding agreement increase within the Library division in the Corporate Transactions department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Waterloo Library*DEFAULT	124,984	124,984	
	124,984	124,984	
<b>Net</b>	<b>124,984</b>	<b>124,984</b>	

Plan Requests

<b>Request</b>	<b>TRAN.2019.018 East Side Library Assessment Growth Allocation</b>		
<b>Department</b>	Corporate Transactions	<b>Prepared By</b>	Kim Reger
<b>Division</b>	Other Corp Transactions	<b>Phone Number</b>	519-747-8750
<b>Section</b>	Library	<b>Email</b>	kim.reger@waterloo.ca
		<b>Date</b>	September 26, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is to allocate \$90,000 of Assessment Growth towards the East Side Library (ESL). The ESL operating funding strategy was approved by Council on November 20, 2017 via CORP2017-085. The ESL operating budget is proposed to be funded through a combination of Assessment Growth allocation (2018, 2019, 2021 and 2022) and additional Tax Increases above inflation (2020, 2021 and 2022).

**Strategic Plan Link**      Strong Community

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

If this request is denied or deferred, it could result in a lower service level as the ESL would be underfunded.

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to aggregate funding for East Side Library's operating needs.

**Recommendations:**

That Council approves a \$90,000 increase of ongoing funding in 2019 for East Side Library's operating needs within the Corporate Transactions department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Tran to CaplnfraReinvest*DEFAULT	90,000	90,000	
	90,000	90,000	
<b>Net</b>	<b>90,000</b>	<b>90,000</b>	

Plan Requests

<b>Request</b>	<b>COMM.2019.007 Central Promenade Maintenance (previously approved capital)</b>		
<b>Department</b>	Community Services	<b>Prepared By</b>	Jeff Silcox-Childs
<b>Division</b>	Environment & Parks	<b>Phone Number</b>	519-886-2310
<b>Section</b>	Waterloo Park	<b>Email</b>	jeff.silcox-childs@waterloo.ca
		<b>Date</b>	June 29, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is for the on-going maintenance and upkeep for the Central Promenade; the new separated bike & pedestrian pathway systems and bridge which act as the main pedestrian link through Waterloo Park

**Strategic Plan Link**      Multi-modal Transportation

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

Denial or deferral of this request will limit the division's capacity to increase services and expand programs

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

**Recommendations:**

That Council approves a \$13,000 increase of ongoing funding in 2019 for Central Promenade trail operating impacts within the Environment & Parks Services division in the Community Services department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Field Supplies*Trails Maintenance	4,000	4,000	
Miscellaneous Expendi*Trails	3,000	3,000	
Grounds Supplies Maintenance*Trails	4,000	4,000	
Other Equipment*Trails Maintenance	2,000	2,000	
	13,000	13,000	
<b>Net</b>	<b>13,000</b>	<b>13,000</b>	

Plan Requests

<b>Request</b>	<b>COMM.2019.024 Service Centre Expansion Maintenance (previously approved capital)</b>		
<b>Department</b>	Community Services	<b>Prepared By</b>	Sunda Siva
<b>Division</b>	Facility Design & Management Services	<b>Phone Number</b>	519-886-2310
<b>Section</b>	Facilities	<b>Email</b>	sunda.siva@waterloo.ca
		<b>Date</b>	July 18, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is for \$50,000 for increased building maintenance budget due to the Service Centre Expansion, which included a new modernized conveyor system for the salt shed, upgraded heated storage, carpentry work shop and an 8,000 sq ft. LEED office space incorporated within the existing facility. Additional operational tasks are required, i.e. maintenance of new HVAC equipment, new salt conveyor system, sprinkler, Audio Visual equipment, switch gear, electrical and plumbing, elevator, energy management system, light bulb, parking lot, vending machines, window cleaning, fine wood, carpet and furniture maintenance, cleaning and janitorial services etc.

**Strategic Plan Link**      Infrastructure Renewal

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

The denial or deferral of this request will contribute to a budget deficit/pressure in the division's area

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

**Recommendations:**

That Council approves a \$50,000 increase of ongoing funding in 2019 for Service Centre building maintenance within the Facilities Services division in the Community Services department.

	Request		
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Maintenance-Building*DEFAULT	5,000	5,000	
Maintenance-Building-Cus*DEFAULT	10,000	10,000	
HVAC Maintenance*DEFAULT	15,000	15,000	
Stock/Inventory/Order*Maintenance-	20,000	20,000	
	50,000	50,000	
<b>Net</b>	<b>50,000</b>	<b>50,000</b>	

Plan Requests

**Request** CAO.2019.001 Carnegie Library Debt (proposed capital ref#119)  
**Department** Office of the Chief Administrative Officer Prepared By Justin McFadden  
**Division** Economic Development Phone Number 519-747-8539  
**Section** EcDev Director Email Justin.McFadden@waterloo.ca  
 Date September 25, 2018  
**Version** CMT Approved **Budget Year** 2019

**Description of Request:**  
 This request is for increased operating funding in the Economic Development divisional budget, as a result of the Carnegie Library project. The operating impacts of the Carnegie Library project are related to the principal and interest repayment of the proposed Carnegie Library debenture. The proposed Carnegie Library project capital funding includes debenture financing of \$670,000 in 2019. This results in an estimated annual principal and interest repayment of \$80,000 (2019-2028).

**Strategic Plan Link** Economic Development

**Describe the risks related to this request if denied or deferred (likelihood and impact):**  
 If this request is denied or deferred, it will place increased pressure on the Capital Reserve Fund as the necessary debenture repayment will not be funded.

**What are the desired outcomes and how will the outcome be measured:**  
 The desired outcome of this request is to budget for the required Carnegie Library debenture principal and interest repayment.

**Recommendations:**  
 That Council approves an \$80,000 increase of ongoing funding in 2019 for Carnegie Library debenture repayment within the Economic Development division in the CAO department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Trans to Capital Res Fun*DEFAULT	80,000	80,000	
	80,000	80,000	
<b>Net</b>	<b>80,000</b>	<b>80,000</b>	

Plan Requests

<b>Request</b>	<b>TRAN.2019.016 Fleet Op Impacts of Expansion Capital Purchases (proposed capital ref#420)</b>		
<b>Department</b>	Corporate Transactions	Prepared By	Angela Schneider
<b>Division</b>	Other Corp Transactions	Phone Number	519-747-8508
<b>Section</b>	Other Corporate Transactions	Email	angela.schneider@waterloo.ca
		Date	August 01, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is to fund \$65,000 annual operating expenses associated with the purchase of expansion vehicles and equipment due to growth or change in service levels. During the Development Charges background study, a list of vehicles and equipment that will be needed due to growth is projected. Also, additional equipment and vehicles are occasionally required due to new methods of doing business or changes in organizational structure. The \$65,000 will reside in Corporate Transactions and proportionate share of the budget will be allocated to the operating division after an expansion fleet vehicle has been purchased.

**Strategic Plan Link** Corporate Excellence

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

Business divisions that purchase additional vehicles or equipment will not have sufficient budget provisions and will a budget deficit will occur.

**What are the desired outcomes and how will the outcome be measured:**

The areas that purchase additional vehicles or equipment will have adequate budget to deliver their service.

**Recommendations:**

That Council approves a \$65,000 increase of ongoing expense in 2019 for fleet and equipment operating impacts due to expansion capital purchases within the Corporate Transactions department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
City Fleet*DEFAULT PROGRAM	65,000	65,000	
	65,000	65,000	
<b>Net</b>	<b>65,000</b>	<b>65,000</b>	

Plan Requests

<b>Request</b>	<b>IPPW.2019.018 In-House City Utilities Billing &amp; General Government OH Increase</b>		
<b>Department</b>	Integrated Planning & Public Works	Prepared By	Roy Garbotz
<b>Division</b>	City Utilities	Phone Number	519-886-2310
<b>Section</b>	Water	Email	Roy.Garbotz@waterloo.ca
		Date	June 29, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is for inflationary increases in funding for the in-house City Utilities billing fees charged by Revenue Services and General Government Overhead contributions. The City Utilities division has an agreement with Revenue Services to have the water, sanitary sewer and stormwater billing prepared in-house. General Government Overhead is also charged to each enterprise business unit for support services provided by the Corporation. The inflationary increase for 2019 for In-House Water Billing is \$16,204 and \$6,445 for General Government Overhead.

**Strategic Plan Link** Corporate Excellence

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

The denial or deferral of this request will contribute to a budget deficit/pressure in the division's area.

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

**Recommendations:**

That Council approves a \$22,649 increase of ongoing funding in 2019 for In-House Water Services Billing & General Government Overhead within the City Utilities division in the IPPW department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Revenue</b>			
General Government OH	(22,649)	(22,649)	
	<u>(22,649)</u>	<u>(22,649)</u>	
<b>Expenditures</b>			
General Government Overh*DEFAULT	6,445	6,445	
Gen Gov OH In House Water Services	16,204	16,204	
Transfer to Sewer or Wat*DEFAULT	(22,649)	(22,649)	
	<u>0</u>	<u>0</u>	
<b>Net</b>	<b>(22,649)</b>	<b>(22,649)</b>	



Plan Requests

<b>Request</b>	<b>IPPW.2019.008 Stormwater Debenture Principal &amp; Interest Payments</b>		
<b>Department</b>	Integrated Planning & Public Works	<b>Prepared By</b>	Roy Garbotz
<b>Division</b>	City Utilities	<b>Phone Number</b>	519-886-2310
<b>Section</b>	Stormwater	<b>Email</b>	Roy.Garbotz@waterloo.ca
		<b>Date</b>	June 29, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is required to budget for the 2019 portion of principal and interest repayments associated with the Stormwater Debentures issued to complete capital works for the Maple Hill Creek Rehabilitation (Westvale Pond to University Ave) and the Silver Lake Study Implementation. Based on the timing of debt issuance (2017-2018), the principal and interest repayment amount for 2019 will be \$599,635. The principal and interest repayments will stay at this level until 2027, then reduced to zero by 2029 once full repayment is made.

**Strategic Plan Link**      Environmental Leadership

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

The denial or deferral of this request will contribute to a budget deficit/pressure in the division's area.

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

**Recommendations:**

That Council approves a \$536,799 increase of ongoing funding in 2019 for Stormwater Debenture Principal & Interest Payments within the City Utilities division in the IPPW department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Debt Charges Recoverable*DEFAULT	536,799	536,799	
Transfer to Sewer or Wat*DEFAULT	(536,799)	(536,799)	
	0	0	
<b>Net</b>		<b>0</b>	

Plan Requests

<b>Request</b>	<b>IPPW.2019.009 Stormwater Inflationary Increases</b>		
<b>Department</b>	Integrated Planning & Public Works	<b>Prepared By</b>	Roy Garbotz
<b>Division</b>	City Utilities	<b>Phone Number</b>	519-886-2310
<b>Section</b>	Stormwater	<b>Email</b>	Roy.Garbotz@waterloo.ca
		<b>Date</b>	June 29, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is for increased funding to the Stormwater section of the City Utilities division as a result of inflation. An estimated value of 2.0% is used for 2019. This request will increase the equipment, materials, and miscellaneous account budgets. For 2019 the inflationary increases total \$25,255.

**Strategic Plan Link**      Infrastructure Renewal

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

The denial or deferral of this request will contribute to a budget deficit/pressure in the division's area.

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

**Recommendations:**

That Council approves a \$25,255 increase of ongoing funding in 2019 for Stormwater Inflationary Increases within the City Utilities division in the IPPW department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Miscellaneous Expenditur*DEFAULT	25,255	25,255	
Transfer to Sewer or Wat*DEFAULT	(25,255)	(25,255)	
	0	0	
<b>Net</b>		<b>0</b>	

Plan Requests

<b>Request</b>	<b>IPPW.2019.019 Water &amp; Sanitary Sewer Inflationary Increases</b>		
<b>Department</b>	Integrated Planning & Public Works	<b>Prepared By</b>	Roy Garbotz
<b>Division</b>	City Utilities	<b>Phone Number</b>	519-886-2310
<b>Section</b>	Water	<b>Email</b>	Roy.Garbotz@waterloo.ca
		<b>Date</b>	June 29, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is for increased funding to the Water and Sanitary Sewer sections of the City Utilities division as a result of inflation. An estimated value of 2.0% is used for 2019. This request will increase the equipment, materials, and miscellaneous account budgets. For 2019 the inflationary increases total \$32,032 for Water and \$29,758 for Sanitary Sewer.

**Strategic Plan Link**      Infrastructure Renewal

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

The denial or deferral of this request will contribute to a budget deficit/pressure in the division's area.

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

**Recommendations:**

That Council approves a \$61,790 increase of ongoing funding in 2019 for Water & Sanitary Sewer Inflationary Increases within the City Utilities division in the IPPW department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Miscellaneous Expenditur*DEFAULT	61,790	61,790	
Transfer to Sewer or Wat*DEFAULT	(61,790)	(61,790)	
	0	0	
<b>Net</b>		<b>0</b>	

Plan Requests

<b>Request</b>	<b>CAO.2019.008 Parking Inflationary Increase</b>		
<b>Department</b>	Office of the Chief Administrative Officer	<b>Prepared By</b>	Christine Tettman
<b>Division</b>	Economic Development	<b>Phone Number</b>	519-886-2310
<b>Section</b>	Parking	<b>Email</b>	Christine.Tettman@waterloo.ca
		<b>Date</b>	July 04, 2018
<b>Version</b>	CMT Approved	<b>Budget Year</b>	2019

**Description of Request:**

This request is for increased funding as a result of inflation. CPIX is projected to be approximately 2.00% for 2019. This request is to increase the equipment, materials and miscellaneous account budgets within the Parking Enterprise. For 2019 the inflationary budget increase is \$14,364.

**Strategic Plan Link** Economic Development

**Describe the risks related to this request if denied or deferred (likelihood and impact):**

The denial or deferral of this request will contribute to a budget deficit/pressure in the division's area.

**What are the desired outcomes and how will the outcome be measured:**

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

**Recommendations:**

That Council approves a \$14,364 increase of ongoing funding in 2019 for Parking Inflation within the Economic Development division in the CAO department.

Request			
	Total	2019 Ongoing	2019 One Time
<b>Expenditures</b>			
Miscellaneous Expenditur*DEFAULT	14,364	14,364	
Trfr to Parking Res Fund*DEFAULT	(14,364)	(14,364)	
	0	0	
<b>Net</b>		<b>0</b>	