

**CITY OF KENORA
PROGRAM INFORMATION SHEET**

Functional Area: General Government
Functional Name: Finance & Administration
Department: 131

Functional Description

Represents the costs attributed to co-ordinating the financial & administrative aspects of the City, including:

- Customer Service
- Information Technology (IT)
- Taxation
- Financial Management
- Accounting
- Budgets
- Internal Audit
- Records Management & Licensing

Utility specific accounting / budgets and regulatory compliance were transferred back to Kenora Hydro and the KMTS entitie in 2006.

Discretionary Items

Training

Staffing Level

22 Full Time - 10 Non - Union staff
 12 Union staff

Plus 1 summer students to cover cash & parking ticket input

	<u>2006</u>	<u>2007</u>	<u>2008</u>
<u>Budget Recap</u>			
Revenues	<u>113,723</u>	<u>85,298</u>	<u>101,585</u>
Expenditures			
Salaries, Wages and Employee Benefits	<u>1,668,035</u>	<u>1,535,121</u>	<u>1,528,117</u>
Net Long Term Debt Charges	<u>0</u>	<u>0</u>	<u>0</u>
Materials, Services, Rents and Financial Transfers	<u>543,947</u>	<u>587,915</u>	<u>556,069</u>
	<u>(1,413,383)</u>	<u>(1,008,061)</u>	<u>(554,739)</u>
	<u>798,599</u>	<u>1,114,975</u>	<u>1,529,447</u>
Net Contribution (Requirement)	<u>(684,876)</u>	<u>(1,029,677)</u>	<u>(1,427,862)</u>

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Reconciliation to Prior Year's Net Budget Level:

Prior Year's Net Budget Allocation (1,029,677)

Significant Impacts - Incremental Costs / Revenue Losses / Additional Services

Reduction in Business License Revenue, based on prior year actual	(6,000)	
Assessment Office Charges	(6,326)	
Audit Fee	(14,397)	
Computer Maintenance for Portal		
iCity Software	(10,000)	
Ektron	(7,000)	
Training	(12,637)	
Travel	(7,060)	
Impact of Wage Adjustment	(94,696)	
Reduction in Allocated Costs	(453,322)	
		<u>(611,438)</u>

Significant Impacts - Cost Reductions / Revenue Opportunities / Service Cuts

Charge for directory services transition	13,212	
Elimination of IT Position	70,774	
Elimination of Parking Ticket Summer Student position	10,362	
Reductions related to KMTS Transaction		
Net impact of positions eliminated during 2008	20,564	
Other combined net reductions	71,996	
Contracted Services Reduction - net of reserve carry forward to 2008	22,500	
		<u>209,408</u>

Other Minor Items - Net Impacts 3,845

Current Year's Net Budget Allocation (1,427,862)

Comments
