



## City Budget 2013

## City Clerk's Office Capital Budget Analyst Notes

The City of Toronto's budget is presented by program and service, in Analyst Note format. The City's Capital Budget funds major infrastructure.

# 2013 - 2022 Capital Program

## 2013 CAPITAL BUDGET ANALYST BRIEFING NOTES

BUDGET COMMITTEE NOVEMBER 29, 2012

### TABLE OF CONTENTS

<b>PART I: RECOMMENDATIONS</b> .....	2
<b>PART II: 2013 – 2022 CAPITAL PLAN</b>	
10-Year Capital Plan Summary .....	3
10-Year Capital Plan Overview.....	5
10-Year Capital Plan Operating Impact Summary .....	16
<b>PART III: 2013 RECOMMENDED CAPITAL BUDGET</b>	
2013 Capital Budget by Project Category and Funding Source .....	19
2013 Recommended Cash Flow & Future Year Commitments .....	20
2013 Recommended Capital Project Highlights .....	20
<b>PART IV: ISSUES FOR DISCUSSION</b>	
2013 and Future Year Issues .....	22
Issues Referred to the 2013 Capital Budget Process .....	N/A
<b>APPENDICES</b>	
Appendix 1: 2012 Performance .....	23
Appendix 2:10-Year Recommended Capital Plan Project Summary .....	26
Appendix 3: 2013 Recommended Capital Budget; 2014 to 2022 Capital Plan.....	27
Appendix 4: 2013 Recommended Cash Flow & Future Year Commitments .....	28
Appendix 5: 2013 Recommended Capital Projects with Financing Details .....	29
Appendix 6: 2013 Reserve / Reserve Fund Review.....	30

**Contacts: Judy Broughton**

Manager, Financial Planning

Tel: (416) 392-8393

**Lucy Eusepio**

Financial Planning Analyst

Tel: (416) 397-8992

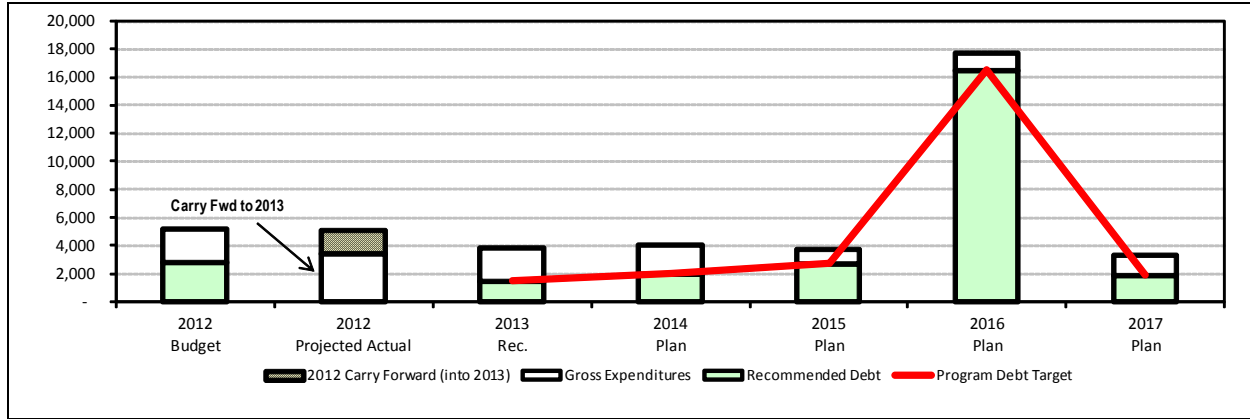
**PART I: RECOMMENDATIONS**

The City Manager and Acting Chief Financial Officer recommend that:

1. City Council approve the 2013 Recommended Capital Budget for the City Clerk's Office with a total project cost of \$10.835 million, and 2013 cash flow of \$5.480 million and future year commitments of \$5.355 million comprised of the following:
  - a) New Cash Flow Funding for:
    - i) 12 new / change in scope sub-projects with a 2013 total project cost of \$0.869 million that requires a reduction in cash flows of \$(0.218) million in 2013; a future year cash flow commitment of \$0.101 million in 2014; a reduction in future year commitments of \$(0.040) million in 2015; \$0.076 million in 2016; \$0.150 million in 2017; \$0.235 million in 2018; \$0.565 million in 2019;
    - ii) 9 previously approved sub-projects with a 2013 cash flow of \$4.093 million; and a future year cash flow commitment of \$3.394 million in 2014; \$0.750 million in 2015; and \$0.124 million in 2016; and
  - b) 2012 approved cash flow for 5 previously approved sub-projects with carry forward funding from 2012 into 2013 totaling \$1.605 million.
2. City Council approve new debt service costs of \$0.027 million in 2013 and incremental debt costs of \$0.209 million in 2014, \$0.361 million in 2015, \$2.211 million in 2016, a reduction of \$0.038 million in 2017, incremental debt costs of \$0.265 million in 2018 and 2019, \$0.369 million in 2020, \$0.301 million in 2021 and \$0.232 million in 2022 resulting from the approval of the 2013 Recommended Capital Budget, to be included in the 2013 and future year operating budgets.
3. City Council consider operating impacts of \$0.120 million net in 2013, \$0.228 million net in 2014; \$0.444 million net in 2016; \$0.125 million in 2017; and \$0.085 million in 2019, emanating from the approval of the 2013 Recommended Capital Budget for inclusion in the 2013 and future year operating budgets.
4. City Council approve the 2014-2022 Recommended Capital Plan for the City Clerk's Office totaling \$40.071 million in project estimates, comprised of \$0.300 million in 2014; \$2.700 million in 2015; \$17.581 million in 2016; \$3.232 million in 2017; \$3.305 million in 2018; \$2.655 million in 2019; \$3.148 million in 2020; \$4.055 million in 2021; and \$3.095 million in 2022.
5. City Council approve additional 11.0 temporary capital positions for the delivery of new 2013-2022 capital projects and that the duration for each temporary position not exceed the life and funding of its respective project / sub-project.

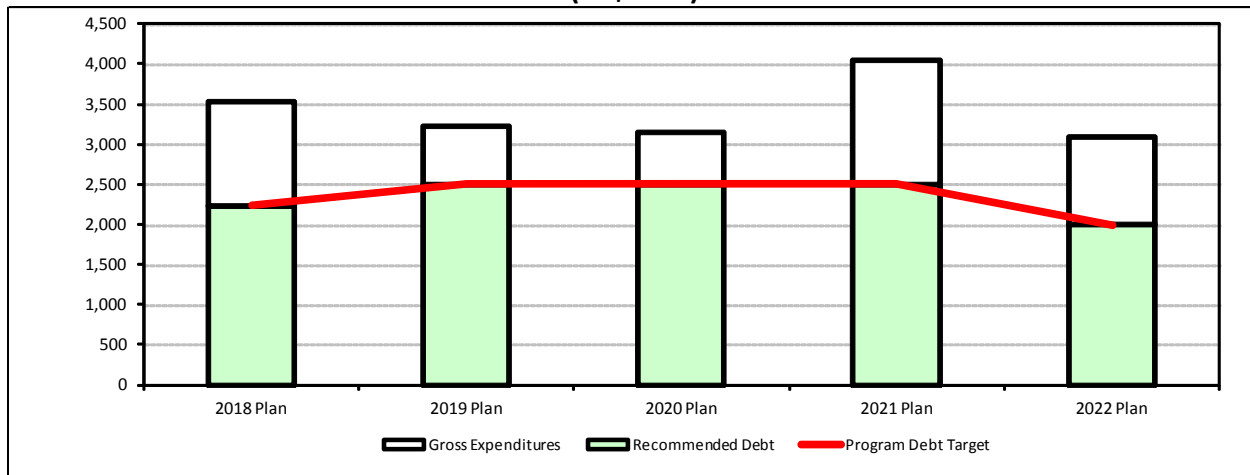
**PART II: 2013 – 2022 CAPITAL PROGRAM**

**10-Year Capital Plan  
2013 Recommended Budget, 2014 - 2017 Recommended Plan  
(In \$000s)**



	2012		2013 Rec. Budget and 2014-2017 Plan					2013-2017	5-Year Total Percent
	Budget	Projected Actual	2013	2014	2015	2016	2017		
<b>Gross Expenditures:</b>									
2012 Capital Budget & Approved FY Commitment	5,201	3,487	4,093	3,394	750	124	8,361	25.4%	
Recommended Changes to Approved FY Commitments									
2013 New/Change in Scope and Future Year Commitments			(218)	381	350	76	150	739	2.2%
2014- 2017 Capital Plan Estimates				300	2,700	17,581	3,232	23,813	72.4%
2-Year Carry Forward for Reapproval									
1-Year Carry Forward to 2013		1,605							
<b>Total Gross Annual Expenditures &amp; Plan</b>	<b>5,201</b>	<b>3,487</b>	<b>3,875</b>	<b>4,075</b>	<b>3,800</b>	<b>17,781</b>	<b>3,382</b>	<b>32,913</b>	<b>100.0%</b>
<b>Program Debt Target</b>			<b>1,540</b>	<b>1,995</b>	<b>2,750</b>	<b>16,501</b>	<b>1,882</b>	<b>24,668</b>	
<b>Financing:</b>									
<b>Recommended Debt</b>	<b>2,865</b>		<b>1,540</b>	<b>1,995</b>	<b>2,750</b>	<b>16,501</b>	<b>1,882</b>	<b>24,668</b>	<b>74.9%</b>
Reserves/Reserve Funds			2,335	2,080	1,050	1,280	1,500	8,245	25.1%
Development Charges	1,690								
Provincial/Federal									
Debt Recoverable									
Other Revenue	646								
<b>Total Financing</b>	<b>5,201</b>		<b>3,875</b>	<b>4,075</b>	<b>3,800</b>	<b>17,781</b>	<b>3,382</b>	<b>32,913</b>	<b>100.0%</b>
<b>By Project Category:</b>									
Health & Safety	656		250	450	250	16,406	3,032	950	2.9%
Legislated	3,728		3,525	3,225	2,250	3,032	28,438	28,438	86.4%
SOGR	817		100	400	1,300	1,375	350	3,525	10.7%
Service Improvement									
Growth Related									
<b>Total by Project Category</b>	<b>5,201</b>		<b>3,875</b>	<b>4,075</b>	<b>3,800</b>	<b>17,781</b>	<b>3,382</b>	<b>32,913</b>	<b>100.0%</b>
<b>Asset Value (\$) at year-end</b>		<b>63,493</b>	<b>62,450</b>	<b>72,451</b>	<b>78,681</b>	<b>79,718</b>	<b>96,228</b>		
Yearly SOGR Backlog Estimate (not addressed by current plan)				150	300	300	300	1,050	
Accumulated Backlog Estimate (end of year)		1,350	1,350	1,200	900	600	300	4,350	
<b>Backlog: Percentage of Asset Value (%)</b>		<b>2.1%</b>	<b>2.2%</b>	<b>1.7%</b>	<b>1.1%</b>	<b>0.8%</b>	<b>0.3%</b>		
Debt Service Costs			27	209	361	2,211	(38)	2,770	
Operating Impact on Program Costs			120	228		444	125	917	
New Positions			1.0	0.8				1.8	

**10-Year Capital Plan**  
**2018-2022 Recommended Plan**  
(In \$000s)



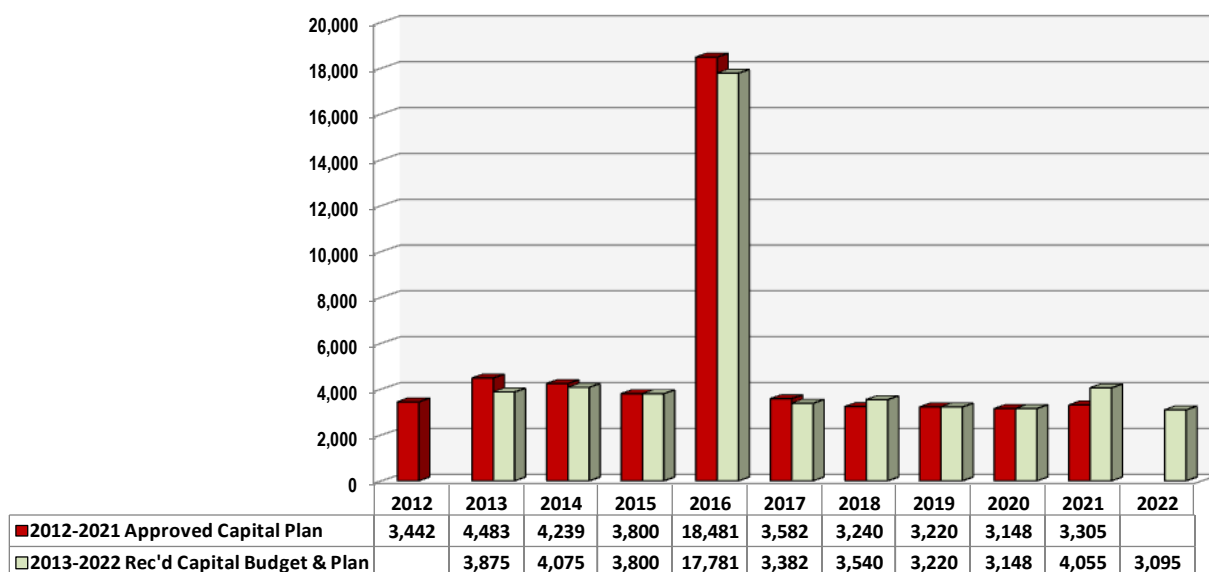
	2018-2022 Capital Plan						10-Year Total Percent
	2018	2019	2020	2021	2022	2013-2022	
<b>Gross Expenditures:</b>							
2012 Capital Budget & Approved FY Commitments						8,361	16.7%
Recommended Changes to Approved FY Commitments							
2013 New/Change in Scope and Future Year Commitments	235	565				1,539	3.1%
2018 - 2022 Capital Plan Estimates	3,305	2,655	3,148	4,055	3,095	40,071	80.2%
<b>Total Gross Annual Expenditures &amp; Plan</b>	<b>3,540</b>	<b>3,220</b>	<b>3,148</b>	<b>4,055</b>	<b>3,095</b>	<b>49,971</b>	<b>100.0%</b>
<b>Program Debt Target</b>	<b>2,240</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,000</b>	<b>36,408</b>	
<b>Financing:</b>							
<b>Recommended Debt</b>	<b>2,240</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,000</b>	<b>36,408</b>	<b>72.9%</b>
Reserves/Reserve Funds	1,300	720	648	1,555	1,095	13,563	27.1%
Development Charges							
Provincial/Federal							
Debt Recoverable							
Other Revenue							
<b>Total Financing</b>	<b>3,540</b>	<b>3,220</b>	<b>3,148</b>	<b>4,055</b>	<b>3,095</b>	<b>49,971</b>	<b>100.0%</b>
<b>By Project Category:</b>							
Health & Safety						950	1.9%
Legislated	3,240	2,920	2,429	2,885	2,625	42,537	85.1%
SOGR	300	300	719	1,170	470	6,484	13.0%
Service Improvement							
Growth Related							
<b>Total by Project Category</b>	<b>3,540</b>	<b>3,220</b>	<b>3,148</b>	<b>4,055</b>	<b>3,095</b>	<b>49,971</b>	<b>100.0%</b>
<b>Asset Value(\$)</b> at year-end	<b>101,398</b>	<b>104,587</b>	<b>105,157</b>	<b>107,909</b>	<b>115,940</b>		
Yearly SOGR Backlog Estimate (not addressed by current plan)							
Accumulated Backlog Estimate (end of year)	300	300	300	300	300		
<b>Backlog: Percentage of Asset Value (%)</b>	<b>0.3%</b>	<b>0.3%</b>	<b>0.3%</b>	<b>0.3%</b>	<b>0.3%</b>		
Debt Service Costs	265	265	369	301	232	4,201	
Operating Impact on Program Costs		85				1,002	
New Positions		0.3				2.0	

### 10-Year Capital Plan Overview

- The City Clerk's Office provides the foundation for municipal government in Toronto, realized through the delivery of their services of electing government, making government work, and promoting open government.
- The City Clerk's Office is responsible for assets valued at \$63.493 million providing the systems and the tools to support the City Clerk's mission of building public trust and confidence in government.
- The 10-Year Recommended Capital Plan provides funding of \$51.576 million, including funds carried forward from 2012 to 2013, to maintain the core capacity of Elections Operations, Information Management, Toronto Meeting Management and City Clerk's Office IT projects.
- The 10-Year Recommended Capital Plan totals \$49.971 million, excluding carryforwards, with debt funding of \$24.668 million for the first five years and \$11.740 million for the next five years for total debt funding of \$36.408 million, which meets the affordability guideline in each of the ten years.
- The 10-Year Recommended Capital Plan is \$36.408 million or 72.9% funded by debt, and \$13.563 million or 27.1% funded by Reserves / Reserve Funds.
- Legislated projects comprise \$42.537 million or 85.1% of the funding allocated in the 2013-2022 Recommended Capital Plan while \$6.484 million or 13% is allocated to State of Good Repair projects, and \$0.950 million or 1.9% to Health and Safety projects.
- The State of Good Repair (SOGR) backlog is estimated to be \$1.350 million or 2.1% of their asset value by December 31, 2012. This is largely comprised of SOGR requirements for the Archives Facility. Funding required to address the backlog is included in the 10-Year Recommended Capital Plan.
- The 10-Year Capital Plan will increase future year Operating Budgets by a total of \$1.002 million net. The operating impact is primarily to sustain IT systems once they are completed and operationalized.

Key Changes to the 2012 - 2021 Approved Capital Plan

Changes to the 2012 -2021 Approved Capital Plan  
(In \$000s)



The 2013 Recommended Capital Budget and the 2014 - 2022 Recommended Capital Plan reflects a decrease of \$0.622 million from the 2012 to 2021 Approved Capital Plan. Changes to the 2012-2021 Approved Capital Plan reflect the City Clerk's Office re-prioritization of capital projects, reflection of project schedule adjustments and inclusion of new projects while staying within debt targets.

Details of changes to the 2012-2021 Recommended Capital Plan are noted below:

- In order to meet future business requirements, additional funding of \$0.980 million is allocated in the first five years to the Toronto Election Information System (TEIS) project to help ensure election readiness to administer an open, fair and accessible election whenever one is called. The TEIS is the backbone for the administration of the municipal election and any required by-election. The TEIS project is fully funded from the Elections Reserve.
- The Alternate Voting project phase 1 is in anticipation of the 2014 election and phase 2 is in anticipation of the 2018 election. Cash flow funding has been reduced through the 10 year period as consideration is given to the option to purchase the service rather than purchasing the system to carry out the functions of the project. State of good repair is still projected for Alternate Voting for \$0.750 million in 2021, should the system rather than the services be purchased. This project is funded from the Elections Reserve.
- The Forms Management project (\$0.579 million) represents a change in scope as it is now created as a separate subproject of Enterprise Document and Records Management Solution (EDRMS). Cash flow funding has been accelerated to 2013 and 2014 in order to meet the Accessibility for Ontarians with Disabilities Act (AODA) requirements in time for the 2014 election, and to acquire enterprise software to enable all City divisions to meet AODA requirements.

- The Open Information project is a consolidation of the Access to Information SOGR and the Archival Application Replacement & Transformation Projects. Cash flow funding has been deferred from 2013 and 2014 to 2016 and 2017 to allow for enterprise systems such as EDRMS to be successfully implemented first, and funding of \$0.235 million and \$0.565 million is required for 2018 and 2019 respectively in order to develop and prototype the City information catalogue and on-line shopping and payment capability for archival photographs.
- Cash flow requirements and start dates have been adjusted for the Registry Service Tracking System (SOGR), the Toronto Gaming Information System (SOGR), the Records Centre Tracking System (SOGR), and the Mail Security & Mail Room Upgrade projects, so that debt requirements stay within the annual debt target levels and so that new requirements from Councillors and critical health and safety remediation for the Mail Security and Mail Room Upgrade are addressed.
- The Council & Council Committee Web-Streaming project is a new project which will enable the City to meet the expectations of the public and of Council. Cash flow funding for this project is \$0.500 million. The objective is to provide a live streaming webcast of every public session of City Council, Community Council and Council-Committee meetings and to archive these video files in a publicly accessible, on-demand format.
- The Constituency Management System Usability Enhancement project is a new project which will enable Members of Council to use their mobile devices to retrieve, read and input information relating to their constituents easily and conveniently outside of the City Hall or civic centre office environment. Cash flow funding of \$0.096 million and \$0.134 million is required in 2013 and 2014 respectively for this project.
- The First & Second Floor Health & Safety Retrofit is a new project that requires cash flow funding of \$0.300 million in order for Facilities Management to review, design and reconfigure the City Clerk's Offices located on the first floor of City Hall and for the second floor Council Reception areas so that they are compliant with health and safety standards, especially with regard to work place violence mitigation.
- The following chart details the key project cash flow changes to the 2012 – 2021 Approved Capital Plan:

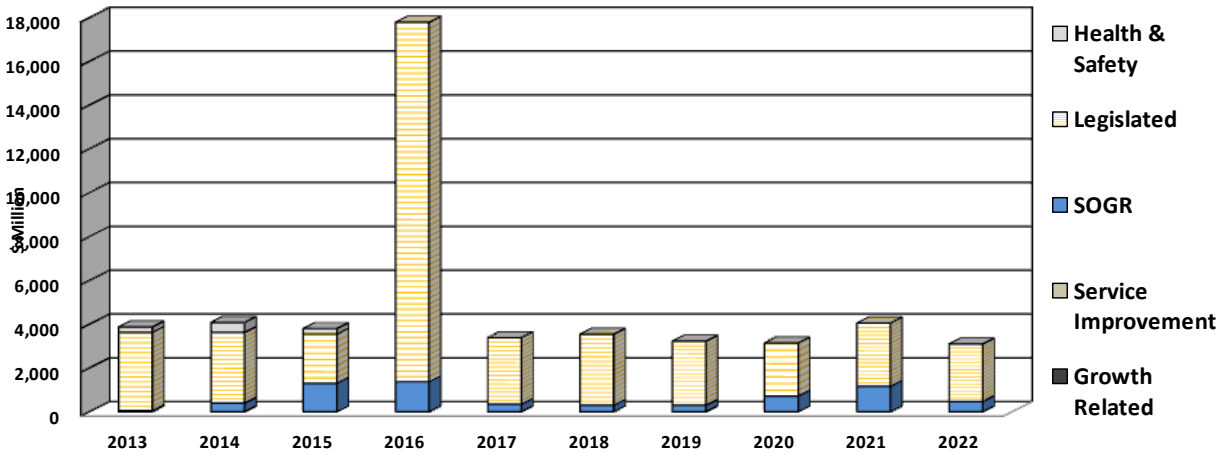


**Summary of Project Changes  
(In \$000s)**

Key Projects	Total Project Cost	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2013-2022	Revised Total Project Cost
<b>Previously Approved</b>													
Toronto Election Information System (TEIS) Maintenance & Upgrade for 2014 Election	3,015	530	450									980	3,995
TEIS Maintenance & Upgrade for 2018	2,150												2,150
TEIS Maintenance & Upgrade for 2022	1,733										525	525	2,258
Alternate Voting Phase 1	3,546	(1,188)	(614)									(1,802)	1,744
Alternate Voting Phase 2	2,000				(700)	(250)	300					(650)	1,350
Alternate Voting - SOGR										750	500	1,250	1,250
Enterprise Doc & Rec. Mgt Solution (EDRMS)	3,624	(93)	(81)	(290)	(74)							(538)	3,086
Forms Mgt (part of EDRMS)		317	262									579	579
Open Information	1,001	(150)	(150)		150	150	235	565				800	1,801
Access to Information - SOGR	1,510					(100)	250	(460)	(600)			(910)	600
Digital Asset Library	665				209	40	(155)	(70)				24	689
Toronto Meeting Management Information System (TMMIS) phase 3	1,390	(120)	(120)	(120)								(360)	1,030
EDRMS SOGR	2,911					(190)	(1,000)	(35)	200	700	900	575	3,486
IP Workflow Mgt System SOGR	1,100								400	(700)	400	100	1,200
IP Workflow Mgt System	1,412	50										50	1,462
Order Picker Replacement													
Registry Services Tracking System - SOGR	385			(20)	(365)	50	335						385
Toronto Gaming Information System - SOGR	385			(20)	(365)	50	335						385
Records Centre Tracking System - SOGR	495		(145)	(200)	345								495
Mail Security & Mail Room	1,300		(250)	250									1,300
Archives Facility Expansion	1,411	(150)	150										1,411
Archives SOGR	307					50						50	357
<b>Total Previously Approved</b>	<b>30,340</b>	<b>(804)</b>	<b>(498)</b>	<b>(400)</b>	<b>(800)</b>	<b>(200)</b>	<b>300</b>			<b>750</b>	<b>2,325</b>	<b>673</b>	<b>31,013</b>
<b>New</b>													
Council & Council Committee Web-Streaming				400	100							500	500
Constituency Management System		96	134									230	230
First & Second Floor Health & Safety Remediation		100	200									300	300
<b>Total New</b>		<b>196</b>	<b>334</b>	<b>400</b>	<b>100</b>							<b>1,030</b>	<b>1,030</b>
<b>Total Changes</b>		<b>(608)</b>	<b>(164)</b>		<b>(700)</b>	<b>(200)</b>	<b>300</b>			<b>750</b>	<b>2,325</b>	<b>1,703</b>	<b>32,043</b>

2013 – 2022 Recommended Capital Plan

2013–2022 Capital Plan by Project Category  
(In \$000s)

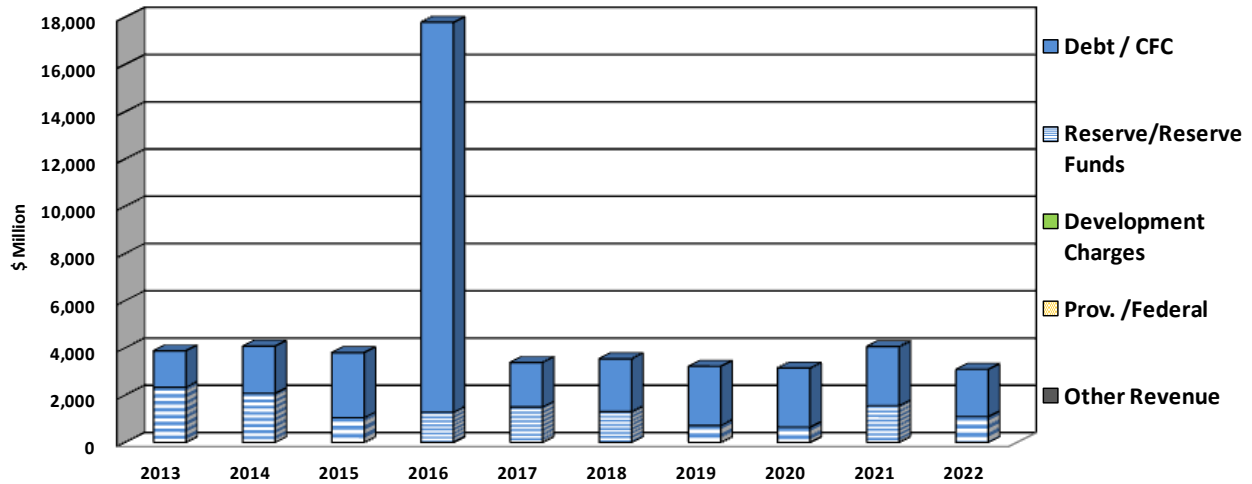


- The 10-Year Recommended Capital Plan of \$49.971 million provides funding for Health and Safety projects of \$0.950 million; Legislated projects of \$42.537 million; and State of Good Repair (SOGR) projects of \$6.484 million.
- Health and Safety projects totaling \$0.950 million or 1.9% of the 10-Year Recommended Capital Plan, are allotted in the first five years of the capital program.
  - The Mail Security and Mail Room Upgrades project requires \$0.650 million in the first five years for the continuation of a multi-year project to retrofit the mailrooms at City Hall and the civic centres to meet legislated requirements under the Occupational Health & Safety Act, especially with respect to workplace injury mitigation and new requirement for assessing and mitigating potential workplace violence. This project also includes the replacement of x-ray equipment to address increased diligence required in screening mail received by Members of Council.
  - The First & Second Floor Health & Safety Remediation project requires \$0.300 million in the first five years in order to be compliant with health and safety standards, especially with regard to work place violence mitigation.
- Legislated projects total \$42.537 million and represent 85.1% of project funding in the 10-Year Recommended Capital Plan. In the first five years of the Capital Plan, Legislated projects comprise \$28.438 million or 86.4% of project funding total during that period. The majority of this funding, or \$15.610 million is recommended to replace the vote counting equipment. In the second five years of the Capital Plan the investment in Legislated projects decreases to \$14.099 million or 85.1% of the total capital investment.
  - \$15.610 million is recommended for the new vote counting system. The City currently owns 1,850 optical scan vote counting units with a wireless modem for the transmission of election night results. These vote counting units were purchased in 2000 from Election Systems and Software Inc (ES&S). A performance clause that parts and

maintenance services would be available for 15 years was included in the agreement. This agreement expires after the 2014 election. New equipment is required to ensure the integrity of the voting process, the accuracy of the election results, and to provide the same level of service to the City's electors as is currently available.

- State of Good Repair projects represent \$6.484 million or 13% of project funding included in the 2013-2022 Recommended Capital Plan. In the first five years of the 10-Year Recommended Capital Plan period, SOGR projects represent \$3.525 million or 10.7%. During the second five years of the Capital Plan, SOGR projects total \$2.959 million or 17.3% of the total during that period.
  - The Printing Equipment Replacement Plan project requires \$1.250 million of funding in the first five years and will decrease to \$0.600 million of required funding in the second five years of the Capital Plan. This will fund end of life equipment replacements and upgrades.
  - The Archives Strategic Plan Implementation project totals \$1.300 million and is required during the first five years to reconfigure its existing facility at 255 Spadina Road to improve on-site customer experience and service, and to repurpose some spaces.
  - The Council Chamber Refresh project of \$0.300 million is required in the first five years, and \$0.549 million in the second five years of the Capital Plan period. This will fund the upgrade or replacement of Council Chamber furniture, audio-visual equipment and voting system required to support Council Meetings.

2013–2022 Capital Plan by Funding Source  
(In \$000s)



The 10-Year Recommended Capital Plan of \$49.971 million will be financed by \$36.408 million of debt, and \$13.563 from Reserve / Reserve funds.

- Debt accounts for \$24.668 million or 74.9% of the financing for the first 5 years of the 2013 Recommended Budget and 2014 – 2017 Recommended Capital Plan and amounts to \$11.740 million or 68.8% in the following five years of the Capital Plan period.
  - The first 5 years of the 10-Year Recommended Capital Plan includes the replacement of the new vote counting system. This project requires \$15.610 million of debt funding.
  - The 10-Year Recommended Capital Plan meets the debt affordability target of \$36.408 million in each of the 10 years.
- Reserve and Reserve Funds constitute \$8.245 million or 25.1% of required funding in the first 5 years and \$5.318 million or 31.2% of the total in the last five years of the Capital Plan period. This financing source will primarily be utilized to address election-related needs from the Election Reserve Fund and replacements of printing and records / archives equipment from the Equipment Reserves.

## Major Capital Initiatives by Category

Summary of Major Capital Initiatives by Category  
(In \$000s)

	Total Project Cost	2013 Rec. Budget	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan	2019 Plan	2020 Plan	2021 Plan	2022 Plan	2013-2022 Total
<b>Health &amp; Safety</b>												
Mail Security and Mail Room Upgrades	1,300	150	250	250								650
First & Second Floor Health & Safety Remediation	300	100	200									300
<b>Sub-Total</b>	<b>1,600</b>	<b>250</b>	<b>450</b>	<b>250</b>								<b>950</b>
<b>Legislated</b>												
Implementation of New Vote Counting System	15,610			150	14,980	480						15,610
Toronto Election Information System (TEIS)	8,403	1,710	1,330	400	550	700	500	420	578	735	525	7,448
Toronto Meeting Mgmt Info System (TMMIS)	1,030	270	280	390								940
TMMIS SOGR	4,824			400	517	427	680	700	700	700	700	4,824
Alternate Voting	4,344	525	500	100		750	500			750	500	3,625
Information Mgt Infrastructure	5,466	924	881	410	150	150	235	565				3,315
Information Mgt SOGR	4,175				209	325	155	1,135	751	700	900	4,175
Council Transition System Changes	1,000		100	400				100	400			1,000
Constituency Management System	230	96	134									230
Access to Information SOGR	600					100	500					600
Registry Service Tracking System SOGR	385					50	335					385
Toronto Gaming Information System SOGR	385					50	335					385
<b>Sub-Total</b>	<b>46,452</b>	<b>3,525</b>	<b>3,225</b>	<b>2,250</b>	<b>16,406</b>	<b>3,032</b>	<b>3,240</b>	<b>2,920</b>	<b>2,429</b>	<b>2,885</b>	<b>2,625</b>	<b>42,537</b>
<b>State of Good Repair (SOGR)</b>												
IP Workflow Mgt System & SOGR	2,662	50							400	400	400	1,250
Records Centre Tracking System	495			150	345							495
Printing Equipment Replacement Plan	1,850		200	500	550		300	300				1,850
Council Chamber Refresh	849			300					249	300		849
Wedding Chambers Renovation	400									400		400
Archives Strategic Plan Implementation	1,768	50	200	350	350	350						1,300
Order Pickers	340				130				70	70	70	340
<b>Sub-Total</b>	<b>8,364</b>	<b>100</b>	<b>400</b>	<b>1,300</b>	<b>1,375</b>	<b>350</b>	<b>300</b>	<b>300</b>	<b>719</b>	<b>1,170</b>	<b>470</b>	<b>6,484</b>
<b>Total</b>	<b>56,416</b>	<b>3,875</b>	<b>4,075</b>	<b>3,800</b>	<b>17,781</b>	<b>3,382</b>	<b>3,540</b>	<b>3,220</b>	<b>3,148</b>	<b>4,055</b>	<b>3,095</b>	<b>49,971</b>

The 10-Year Recommended Capital Plan focuses on State of Good Repair and Legislated projects that will enable the City Clerk's Office to deliver its services of electing government, making government work and promoting open government.

*Health and Safety*

- Health and Safety projects total \$0.950 million and represent 1.9% of project funding allocated in the 10-Year Recommended Capital Plan.
  - \$0.650 million has been recommended for the Mail Security and Mailroom Upgrade Project. This ongoing project is to meet legislated requirements under the Occupational Health & Safety Act, especially with respect to workplace injury mitigation and new requirement for assessing and mitigating potential workplace

violence. This project also includes the replacement of x-ray equipment to address increased diligence required in screening mail received by Members of Council.

### *Legislated Projects*

- Legislated projects total \$42.537 million or 85.1% of project funding in the 10-Year Recommended Capital Plan.
  - The major project to be undertaken during the 10 year period is the replacement of the new vote counting system. Funding in the amount of \$15.610 million is recommended in order to ensure a new system is in place for the 2018 election.
  - Funding is also provided for the Toronto Election Information System (\$7.448 million), the Information Management Infrastructure (\$7.490 million) and the Toronto Meeting Management Information System (\$5.764 million).
  - *The Toronto Election Information System* (\$7.448 million) is a multi-module system that supports all aspects of the municipal election. The City Clerk is mandated by the Municipal Elections Act to conduct an election in compliance with legislation. This project will help ensure readiness to administer an open, fair and accessible election whenever one is required or called.
  - *The Information Management Infrastructure* project (\$7.490 million) supports the City Clerk's Office core service of Promoting Open Government and the corporate information management mandate given to the City Clerk's Office by the City Manager in 2010. The project advances the City's Information Management Program and Framework, provides the fundamental building blocks for a rigorous information management infrastructure and enables the public to access City information easily. It is comprised of three sub-projects:
    - Enterprise Document and Records Management Solution (EDRMS) (\$1.636 million) - This multi-year project is a joint effort with the Information & Technology Division and other City divisions to develop and implement an information management regime in the City of Toronto to manage records in all formats through their life cycle. The project will partner with the Revenue Services Division as the first pilot project. Revenue Services will scan incoming documents from the public, providing more timely responses to customer inquiries. It will improve customer service through effective access to information. The new record keeping system will provide a single place to store information, reducing costs of storing multiple copies in different media and improving its re-use and sharing. Project implementation is ongoing.
    - Open Information (\$1.100 million) – This sub-project is a customer service initiative that focuses on the integration and responsible sharing of information held by the City.
    - Forms Management (\$0.579 million) – This sub-project is a customer service initiative to simplify how the City receives requests for services. It will establish a trusted source for City (external) forms, which represent the City in a consistent

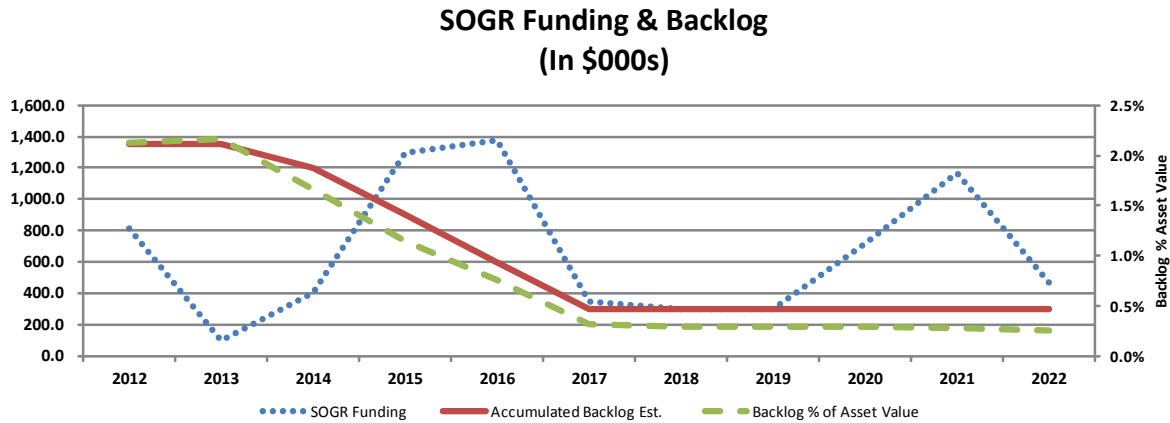
manner and meets statutory obligations to respect privacy, maintain all City forms in electronic format to enable multi-channel service delivery, and update Elections-related forms to meet the Accessibility for Ontarians with Disabilities Act (AODA) requirements.

- *The Toronto Meeting Management Information System (TMMIS)* (\$0.940 million) supports all aspects of Council's decision-making. TMMIS has significantly changed the way the City's decision-making documents and information is presented to Councillors and the public. Given the ongoing and evolving requirements of Council, the cash flow requirements for 2013—2022 reflect the reality of TMMIS being a continuous project for 10 years and work for each term of Council will be identified as a sub-project through this period. Preparation for the new term of Council which begins December 1, 2014 started in 2012 and will continue through 2013 with a new phase focusing on:
  - Enhancing TMMIS to comply with the internal Procedure By-Law and external legislative requirements. The City Clerk's Office has been requested to review the Procedure By-Law (Chapter 27 of the Municipal Code) and to report to Council on proposed changes which may require changes to TMMIS.
  - Integrating TMMIS with a corporate hardware/software infrastructure that includes fail-over features for system availability.
  - Addition of new features and modules to enhance public access to decision-making processes.
  - Increasing network storage and server capacity, as well as the purchase of required software.

#### *State of Good Repair (SOGR) Projects*

- \$6.484 million or 13% is allocated to State of Good Repair projects. Significant State of Good Repair Projects includes the Information Production Workflow Management System (\$1.250 million), and the Printing Equipment Replacement Plan (\$1.850 million) which will include end of life replacements and upgrades. This project category also includes the Archives Strategic Plan Implementation Project (\$1.300 million) which will fund the reconfiguration and repurposing of some space of the existing archives facility located at 255 Spadina Road to improve on-site customer experience and service.

State of Good Repair (SOGR) Backlog



The 10-Year Recommended Capital Plan dedicates \$3.525 million to SOGR spending in the first five years of the Plan and \$2.959 million over the last five years which on average is \$0.650 million annually over the 10-year period.

- The SOGR backlog is estimated to be \$1.350 million or 2.1% of City Clerk's Office total asset replacement value of \$63.493 million by December 31, 2012. This is mainly comprised of SOGR needs for the Archives Strategic Plan Implementation.
- The recommended SOGR funding of \$6.484 million will address the backlog during the 10-Year Recommended Capital Plan time frame.
- The SOGR backlog is estimated to be \$0.300 million at the end of the first five years and at the end of the second five years due to the Archives Strategic Plan Implementation.



## 10-Year Capital Plan Impact on the Operating Budget

Operating Impact Summary  
(In \$000s)

Program Costs, Revenues and Net (\$000s)	2013 Rec. Budget	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan	2019 Plan	2020 Plan	2021 Plan	2022 Plan	2013-2022 Total
<b>2013 Recommended Capital Budget</b>											
Program Gross Expenditure	120										120
Program Revenue											
Program Costs (Net)	120										120
Approved Positions	1.0										1.0
<b>Recommended 10-Year Capital Plan</b>											
Program Gross Expenditure		228		444	125		85				882
Program Revenue											
Program Costs (Net)		228		444	125		85				882
Approved Positions		0.8					0.3				1.0
<b>Total</b>											
Program Gross Expenditure	120	228		444	125		85				1,002
Program Revenue											
Program Cost (Net)	120	228		444	125		85				1,002
Approved Positions	1.0	0.8					0.3				2.0

The 10-Year Recommended Capital Plan will increase future year Operating Budgets by a total of \$1.002 million net over the 2013 – 2022 period. Approved positions will increase by 2 over the 10-year time frame.

This is comprised of funding to sustain the following major IT systems once they are completed and operationalized:

- TMMIS Phase 3 project requires funding of \$0.120 million in 2013 for support and maintenance.
- Additional funding of \$0.882 million will be required in years 2014-2022 to sustain the capital projects once they are completed and operationalized. These include the Enterprise Document and Records Management Solution (EDRMS) (\$0.110 million in 2014), the Alternate Voting project (\$0.064 million in 2014), the Council and Council Committee Web Streaming project (\$0.440 million in 2016), the Replacement of the New Vote Counting System (\$0.105 million in 2017) and the Access to Information SOGR project (\$0.085 million in 2019)
- 2.0 additional positions will be required in years 2013-2022 to support and maintain systems as they are completed. These include the Toronto Meeting Management Information System (1.0), the Alternate Voting project (0.5), the Constituency Management System (0.25) and the Access to Information project (0.25).

**Net Operating Impact by Project  
(In \$000s)**

Project	2013 Rec. Budget		2014 Plan		2015 Plan		2016 Plan		2017 Plan		2013 - 2017 Capital Budget		2018 - 2022 Capital Plan	
	\$000s	Positions	\$000s	Positions	\$000s	Positions	\$000s	Positions	\$000s	Positions	\$000s	Positions	\$000s	Positions
<b>Previously Approved Projects</b>														
Alternate Voting			64	0.5							64	0.5		
Information Management Infrastructure - EDRMS			110								110			
Information Management Infrastructure - Forms Management			28								28			
<b>New Projects - 2013</b>														
Council & Council Committee Web- streaming							440				440			
Constituency Management System			26	0.3							26	0.3		
<b>New Projects - Future Year</b>														
Implementation of New Vote Counting System									105		105			
Access to Information SOGR													85	0.25
Records Centre Tracking System							4		20		24			
Toronto Meeting Mgt Info System	120	1.0									120	1.0		
<b>Total Recommended (Net)</b>	<b>120</b>	<b>1.0</b>	<b>228</b>	<b>0.8</b>			<b>444</b>		<b>125</b>		<b>917</b>	<b>1.8</b>	<b>85</b>	<b>0.25</b>

**Capital Project Delivery: Temporary Positions**

Position Title	CAPTOR Project Number	# of Positions	Project Delivery		Salary and Benefits \$ Amount( \$000s)						
			Start Date	End Date (m/d/yr)	2013	2014	2015	2016	2017	2018 - 2022	
Senior Systems Integrator	CLK906877-02	0.5	2013	2013	47						
Systems Integrator	CLK907368-15	0.8	2013	2013	80						
Senior Information Analyst (SIA)	CLK907368-15	1.5	2013	2014	53	105					
Forms Analyst	CLK907368-15	1.5	2013	2014	50	102					
Senior Systems Integrator	CLK907350-02	1.5	2022	2022							302
Systems Integrator 1	CLK907350-02	1.0	2022	2022							126
Systems Integrator 2	CLK907350-02	2.5	2022	2022							242
Senior Systems Integrator	CLK906877-04	0.5	2022	2022							96
Systems Integrator 1	CLK906877-04	0.5	2022	2022							63
Systems Integrator 2	CLK906877-04	0.8	2022	2022							100
<b>Total</b>		<b>11.0</b>			<b>230</b>	<b>207</b>					<b>929</b>

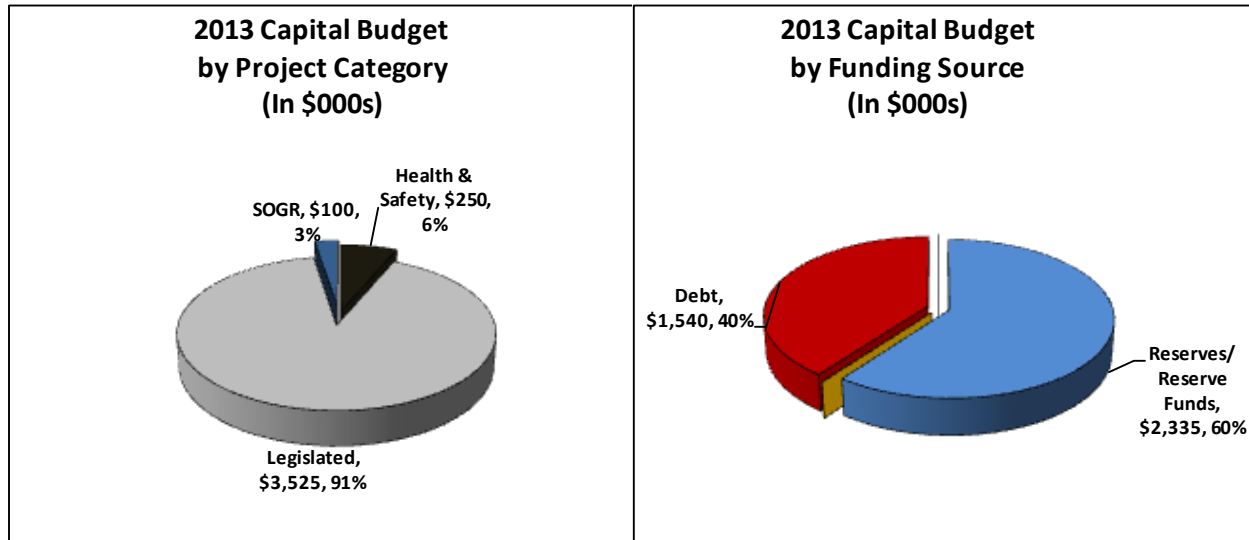
Approval of the 2013-2022 Recommended Capital Budget will require 11 new temporary capital positions to deliver the following capital projects:

- *The Toronto Elections Information System (TEIS) for 2014 Elections* project requires an additional 0.5 of a position to upgrade the current system to ensure election readiness to administer an open, fair and accessible election whenever one is required or called.
- *The Forms Management* project requires 3.75 temporary capital positions to reformat all public facing forms and publish the electronic version of forms via a City Forms portal.
- *The Toronto Meeting Management Information System (TMMIS)* project requires the continuation of 5.0 temporary capital positions in 2022 to upgrade the current system and allow for added functionalities using new technology available in the future.
- *The Toronto Elections Information System (TEIS) for 2022* project requires a 1.75 temporary capital positions for the 2022 Election.

- It is recommended that Council approve these 11 new temporary capital positions for the delivery of new 2013-2022 capital projects / sub-projects and that the duration for each temporary position does not exceed the life of the funding of its respective capital projects / sub projects.

**PART III - 2013 RECOMMENDED CAPITAL BUDGET**

**2013 Capital Budget by Project Category and Funding Source**



The 2013 Recommended Capital Budget, excluding funding carried forward from 2012 to 2013, requires 2013 cash flow funding of \$3.875 million.

- State of Good Repair projects account for \$0.100 million or 3% of the allocated funding in the 2013 Recommended Capital Budget and include the Archives Strategic Plan Implementation project (\$0.050 million) and the Information Production Workflow Management System project (\$0.050 million).
- Health and Safety projects represent \$0.250 million or 6% of capital projects included in the 2013 Recommended Capital Budget and include the Mail Security and Mail Room Upgrades (\$0.150 million) and the First and Second Floor Health & Safety Remediation project (\$0.100 million).
- Legislated projects represent \$3.525 million or 91% of project funding in the 2013 Recommended Capital Budget and include the Toronto Election Information System (\$1.710 million), Information Management Infrastructure project (\$0.924 million), the Alternate Voting project (\$0.525 million), the Toronto Meeting Management Information System (\$0.270 million), and the Constituency Management System (\$0.096 million).
- The 2013 Recommended Capital Budget for City Clerk's Office is partially funded from debt, which accounts for 40% or \$1.540 million of capital financing. This is on target with the debt affordability guideline set for this Program in 2013. The largest project funded by debt in 2013, is the Information Management Infrastructure project, requiring \$0.924 million or 60% of debt funding in 2013.
- The 2013 Recommended Capital Budget is also funded from Reserves / Reserve funds, which accounts for \$2.335 million or 60% of the 2013 capital financing. The Toronto

Election Information System (TEIS) project and the Alternate Voting project are funded from the City Clerk's Office Election Reserve Fund.

### 2013 Recommended Cash Flow & Future Year Commitments (In \$000s)

	2011 & Prior Year Carry Forward	2012 Previously Approved Cash Flow Commitments	2013 New Cash Flow Rec'd	2013 Total Cash Flow Rec'd	2012 Carry Forwards	Total 2013 Cash Flow (Incl 2012 C/Fwd)	2014	2015	2016	2017	2018	2019	2020	2021	2022	Total Cost
<b>Expenditures</b>																
Previously Approved		4,093		4,093	1,605	5,698	3,394	750	124							9,966
Change in Scope			(684)	(684)		(684)	(233)	(40)	76	150	235	565				69
New			196	196		196	334									530
New w/Future Year			270	270		270										270
<b>Total Expenditure</b>		4,093	(218)	3,875	1,605	5,480	3,495	710	200	150	235	565				10,835
<b>Financing</b>																
Debt		1,150	390	1,540	856	2,396	1,615	660	150	150	235	565				5,771
Other					352	352										352
Reserves/Res Funds		2,943	(608)	2,335	397	2,732	1,880	50	50							4,712
Development Charges																
Provincial/Federal																
<b>Total Financing</b>		4,093	(218)	3,875	1,605	5,480	3,495	710	200	150	235	565				10,835

The City Clerk's Office 2013 Recommended Capital Budget is \$5.480 including carry forward funding of \$1.650 million, and provides \$4.093 million for previously approved projects already underway and a decrease in funding of \$0.218 million for new/change in scope projects.

- The Alternate Voting project requires \$1.713 million and represents 42% of previously approved committed funding.
- Approval of the 2013 Recommended Capital Budget will result in a future year commitment of \$3.495 million in 2014, \$0.710 million in 2015, \$0.200 million in 2016, \$0.150 million in 2017, \$0.235 million in 2018 and \$0.565 million in 2019.
- Reserves / Reserve funds of \$2.732 million will fund the Toronto Election Information System (TEIS), and the Alternate Voting projects, the IP Workflow Management System, and the Archives Strategic Plan Implementation.

### 2013 Recommended Capital Project Highlights

The 2013 Recommended Capital Budget provides funding of \$5.480 million to:

- *Continue:*
  - The Toronto Election Information System (\$1.795 million)
  - The Archives Strategic Plan Implementation project (\$0.050 million)
  - The Toronto Meeting Management Information System (\$0.291 million)
  - The Alternate Voting project (\$0.837 million)
  - The Information Management Infrastructure project (\$2.111 million)
  - The Information Production Workflow Management System project (\$0.050 million)
  - The Mail Security and Mail Room Upgrades (\$0.150 million)

- *Begin:*
  - The Constituency Management System project (\$0.096 million) that will enable members of Council to retrieve, read and input information relating to their constituents easily and conveniently outside of the City Hall or civic centre office environment using mobile devices.
  - The First & Second Floor Health & Safety Remediation project (\$0.100 million) that provides the funding for Facilities Management to review, design and reconfigure the City Clerk's office Offices located at 1N at City Hall and for the second floor Council Reception areas so that they are compliant with health and safety standards, especially with regard to work place violence mitigation and increased diligence required in screening mails received by Members of Council.

**2013 Recommended Capital Project Highlights  
(In \$000s)**

Project	Total Project Cost	2013	2014	2015	2016	2017	2013 - 2017	2018	2019	2020	2021	2022	2013 - 2022 Total
Toronto Election Information System (TEIS)	3,125	1,795	1,330				3,125						3,125
Archives Strategic Plan Implementation	350	50	200	50	50		350						350
Toronto Meeting mgmt Info System (TMMIS)	291	291					291						291
Alternate Voting	1,337	837	500				1,337						1,337
Information Mgt Infrastructure	4,502	2,111	881	410	150	150	3,702	235	565				4,502
IP Workflow Mgt System	50	50					50						50
Mail Security and Mail Room Upgrades	650	150	250	250			650						650
Constituency Mgt System	230	96	134				230						230
First & Secnond Floor Health & Safety Remediation	300	100	200				300						300
<b>Total (including carry forward funding)</b>	<b>10,835</b>	<b>5,480</b>	<b>3,495</b>	<b>710</b>	<b>200</b>	<b>150</b>	<b>10,035</b>	<b>235</b>	<b>565</b>				<b>10,835</b>

**PART IV: ISSUES FOR DISCUSSION****2013 Issues***New Vote Counting System*

During the 2010 Capital Budget deliberations, the City Clerk was directed to pursue every option to replace the vote counting equipment, including co-ordination with other municipalities, assistance from the Provincial government and technologies that may be available in the future and that the City Clerk begin her research and investigation immediately following the 2010 Municipal Election. The funding of \$15.600 million for the vote counting equipment included in the Recommended 10-Year Capital Plan is only an estimate and further research will be required to determine the appropriate technology and properly assess the funding requirement.

There is considerable uncertainty around the best time to introduce the new vote counting equipment and the form, cost and impact of alternative voting strategies. The uncertain environment is the result of:

- Ward Boundary Review - A Ward Boundary Review has been requested by Council and will be undertaken by the City Manager's Office. The future ward model for the City would significantly impact on the requirements of the vote counting equipment.
- Governance Model – There is discussion on changing the governance model for the City in conjunction with the ward boundary review.
- Potential changes to the legislation – There are several court cases at all levels of government that may impact on Municipal Election Act (MEA). In addition, the City has many outstanding requests for change. Any change of the Act would impact the functionality required in the vote counting equipment.
- Need Improved Voters' List – An improved voters' list is required in order to proceed with any form of alternative voting. Options of alternative voting will impact the vote counting equipment review.
- Alternate Voting Technology – Neither the Province of Ontario nor the Federal Government are proceeding with internet voting projects at this time as originally announced.

The City Clerk will report back on the status of the replacement of the vote counting equipment after the 2014 municipal election.

*The Adequacy of the Elections Reserve*

The Elections Reserve fund will be depleted in the second five years of the Capital Plan with no buffer for increased expenses or by-elections required before 2014. The issue will need to be addressed in the 2014 capital budget process.

## Appendix 1

### 2012 Performance

#### 2012 Key Accomplishments

In 2012, City Clerk's Office accomplished the following:

- ✓ Completed the Archives Research Hall renovations with improved customer service and accessibility through public research station reconfigurations. These renovations include self-serve box retrieval, accessible workstations, large map viewing tables, and improved access to scanners and computer equipment. Staff efficiency in Records Centre was enhanced with installation of a new service elevator.
- ✓ Completed the integrated mail and the high-speed copy centre at City Hall. The renovated facility will fully comply with health and safety and accessibility standards, improve staff efficiency through physically reconfigured work-flows, and create opportunities for customer service improvements.
- ✓ Continued implementation of the Toronto Meeting Management Information System to enhance public access to Council and Committee decision-making with:
  - Introduction of e-mail subscription lists and tracks the agendas and minutes of committees by e-mail.
  - Publication of deputant's list to the in-room and online meeting monitor to allow deputants to track their place on the list.
  - Ability to cross-reference related agenda items for improved tracking of Council's decision making.
  - Introduction of a new mobile calendar for improved browsing on mobile devices.
  - Additional system improvements allowed for more efficient and faster agenda and decision assembly and posting by staff.
- ✓ Updated and completed changes to the Toronto Elections Information System for the management and delivery of the Toronto District School Board By-election in February 2012 and for the Toronto Catholic District School Board By-election in December 2012.
- ✓ Documented business requirements and issued a Request for Expression of Interest in the fall of 2012 for the e-Polling component of the Alternative Voting project. Vendor days were held for Internet Voting, Voter Data Cleansing, Staffing and Warehouse Management tools.
- ✓ Finalized the statement of work and legal agreement with the selected vendor for the Enterprise Documents and Records Management System, with milestone dates confirmed and project team in place. Major project deliverables will take place in 2013.



**2012 Capital Variance Review****2012 Budget to Actual Comparison  
(In \$000s)****Including Enterprise Document & Records Management Solution (EDRMS)**

2012 Approved	Actuals as of Sept. 30, 2012 (3rd Quarter Variance)		Projected Actuals at Year End		Unspent Balance	
	\$	% Spent	\$	% Spent	\$ Unspent	% Unspent
5,201	1,974	38.0%	3,487	67.0%	1,714	33.0%

\* Based on the Third Quarter Capital Variance Report

**Excluding Enterprise Document & Records Management Solution (EDRMS)**

2012 Approved	Actuals as of Sept. 30, 2012 (3rd Quarter Variance)		Projected Actuals at Year End		Unspent Balance	
	\$	% Spent	\$	% Spent	\$ Unspent	% Unspent
3,886	1,830	47.1%	3,028	77.9%	858	22.1%

\* Based on the Third Quarter Capital Variance Report

Capital expenditures for the period ending September 30, 2012 total \$1.974 million or 38% of the 2012 Approved Capital Budget of \$5.201 million. Excluding the Enterprise Document and Records Management Solution (EDRMS) project, the capital expenditures for the period ending September 30, 2012 total \$1.830 million or 47.1% for the 2012 Approved Capital Budget of \$3.886 million. EDRMS is a corporate project that was delayed due to longer than expected negotiation of the legal agreement and accompanying statement of work with the successful vendor with adjusted project timelines. The project represents 25% of the City Clerk's Office 2012 Approved Capital Budget.

The projected project year-end under-spending is largely attributable to the following projects:

- The *Enterprise Document and Record Management Solution (EDRMS)* project's capital expenditures totaled \$0.145 million representing 11% of the 2012 approved cash flow of \$1.315 million during the nine months ended September 30, 2012. This is a joint effort among the City Clerk's Office, Revenue Services and Information and Technology Division. The projected spending is lower than planned as a result of the Statement of Work and milestone schedule negotiated with the vendor. It is estimated that \$0.459 million or 34.9% of the 2012 approved cash flow will be spent by year-end. Excluding the EDRMS project, the City Clerk's Office is projecting spending of \$3.028 million or 77.9% of the 2012 Approved Capital Budget of \$3.886 million, by year end. This represents 25% of the City Clerk's Office 2012 approved capital project.
- The *Open Information* project capital expenditures totaled \$0.089 million representing 14.2% of the 2012 approved cash flow of \$0.630 million during the nine months ended September 30, 2012. The online payment module work will be postponed to 2013 due to resource constraints. It is estimated that \$0.243 million or 38.6% of the 2012 approved cash flow will be spent by year-end.

- The *Alternate Voting* project capital expenditures totaled \$0.035 million representing 9.3% of the 2012 approved cash flow of \$0.377 million during the nine months ended September 30, 2012. The projected spending rate is lower than planned as a result of the delay in the analysis to either purchase or build a system. The analysis is expected to be completed in the first quarter of 2013.
- City Clerk's Office will be carrying forward 2012 anticipated unspent funds of \$1.605 million into 2013.

## Appendix 2

### 10-Year Recommended Capital Plan Project Summary (In \$000s)

Project	2013	2014	2015	2016	2017	2013 - 2017	2018	2019	2020	2021	2022	2013 - 2022
Toronto Election Information System (TEIS)	1,795	1,330	400	550	700	4,775	500	420	578	735	525	7,533
Archives Strategic Plan Implementation	50	200	350	350	350	1,300						1,300
Implementation of New Vote Counting System			150	14,980	480	15,610						15,610
Toronto Meeting mgmt Info System (TMMIS)	291	280	390			961						961
Wedding Chambers Renovations										400		400
Printing Equipment Replacement Plan		200	500	550		1,250	300	300				1,850
TMMIS SOGR			400	517	427	1,344	680	700	700	700	700	4,824
Council Chamber Refresh			300			300			249	300		849
Alternate Voting	837	500	100		750	2,187	500			750	500	3,937
Access to Information SOGR					100	100	500					600
Information Mgt Infrastructure	2,111	881	410	150	150	3,702	235	565				4,502
Information Mgt SOGR				209	325	534	155	1,135	751	700	900	4,175
Council Transition System Changes		100	400			500		100	400			1,000
Information Production Workflow Mgt System	50					50						50
Information Production Workflow Mgt System SOGR									400	400	400	1,200
Registry Service Tracking System SOGR					50	50	335					385
Toronto Gaming Information System SOGR					50	50	335					385
Mail Security and Mail Room Upgrades	150	250	250			650						650
Records Centre Tracking System			150	475		625			70	70	70	835
Constituency Mgt System	96	134				230						230
First & Second Floor Health & Safety Remediation	100	200				300						300
<b>Total (including carry forwards)</b>	<b>5,480</b>	<b>4,075</b>	<b>3,800</b>	<b>17,781</b>	<b>3,382</b>	<b>34,518</b>	<b>3,540</b>	<b>3,220</b>	<b>3,148</b>	<b>4,055</b>	<b>3,095</b>	<b>51,576</b>

**Appendix 3**  
**2013 Recommended Capital Budget;**  
**2014 to 2022 Capital Plan**

**CITY OF TORONTO**

**Gross Expenditures (\$000's)  
Appendix 3**

**City Clerk's Office**

Sub- Project No. Project Name PrioritySubProj No. Sub-project Name Ward Stat. Cat.						Current and Future Year Cash Flow Commitments							Current and Future Year Cash Flow Commitments Financed By												
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing		
<u>CLK906877 Toronto Election Information System (TEIS)</u>																									
1	2	TEIS Maintenance & Upgrade for 2014 Election	CW	S2	02	865	480	0	0	0	1,345	0	1,345	0	0	0	0	1,345	0	0	0	0	0	1,345	
1	3	TEIS Maintenance & Upgrade for 2018 Election	CW	S6	02	0	0	400	550	700	1,650	500	2,150	0	0	0	0	2,150	0	0	0	0	0	2,150	
1	4	TEIS Maintenance & Upgrade for 2022 Election	CW	S6	02	0	0	0	0	0	0	2,258	2,258	0	0	0	0	2,258	0	0	0	0	0	2,258	
1	5	TEIS Maintenance & Upgrade 2014- Change in Scope	CW	S3	02	930	850	0	0	0	1,780	0	1,780	0	0	0	0	1,780	0	0	0	0	0	1,780	
Sub-total						1,795	1,330	400	550	700	4,775	2,758	7,533	0	0	0	0	7,533	0	0	0	0	0	7,533	
<u>CLK906878 Archives Strategic Plan Implementation</u>																									
1	3	Archive SOGR	CW	S2	03	50	50	50	50	0	200	0	200	0	0	0	200	0	0	0	0	0	0	200	
1	6	Archives Facility Expansion S2	CW	S2	03	150	0	0	0	0	150	0	150	0	0	0	0	0	0	0	150	0	0	150	
1	7	Archives Facility Expansion S6	CW	S6	03	0	0	300	300	300	900	0	900	0	0	0	0	0	0	0	900	0	0	900	
1	9	Archives SOGR 2017	CW	S6	03	0	0	0	0	50	50	0	50	0	0	0	50	0	0	0	0	0	0	50	
1	10	Archives Facility Expansion S3	CW	S3	03	-150	150	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sub-total						50	200	350	350	350	1,300	0	1,300	0	0	0	250	0	0	0	0	1,050	0	1,300	
<u>CLK906880 Implementation of New Vote Counting System</u>																									
1	1	Replacement of Vote Counting Equipment - 2015	CW	S6	02	0	0	150	14,980	480	15,610	0	15,610	0	0	0	0	0	0	0	15,610	0	0	15,610	
Sub-total						0	0	150	14,980	480	15,610	0	15,610	0	0	0	0	0	0	0	0	15,610	0	0	15,610
<u>CLK907133 TO Meeting Mgmt Info Sy (TMMIS) for City &amp; Pub</u>																									
1	4	TMMIS Phase 3	CW	S2	02	21	0	0	0	0	21	0	21	0	0	0	0	0	21	0	0	0	0	21	
1	6	TMMIS Phase 3	CW	S5	02	270	280	390	0	0	940	0	940	0	0	0	0	0	0	0	940	0	0	940	
Sub-total						291	280	390	0	0	961	0	961	0	0	0	0	0	21	0	0	940	0	0	961
<u>CLK907142 Wedding Chambers Renovations</u>																									
1	2	Wedding Chambers Renovation SOGR 2021	CW	S6	03	0	0	0	0	0	0	400	400	0	0	0	0	0	0	0	400	0	0	400	
Sub-total						0	0	0	0	0	0	400	400	0	0	0	0	0	0	0	0	400	0	0	400
<u>CLK907146 Printing Equipment Replacement Plan 2014-2015</u>																									
1	2	Drct to Plate Processor Conveyor & Scanner - 2015	CW	S6	03	0	0	500	0	0	500	0	500	0	0	0	500	0	0	0	0	0	0	500	
1	3	AB Dick Collators - 2014	CW	S6	03	0	200	0	0	0	200	0	200	0	0	0	200	0	0	0	0	0	0	200	



Report Phase 2 - Program 22 City Clerk's Office Program Phase 2 Sub-Project Category 01,02,03,04,05,06,07 Part B Sub-Project Status S2,S5,S6 Part C Sub-Project Status S2,S3,S4

**CITY OF TORONTO****Gross Expenditures (\$000's)  
Appendix 3**

City Clerk's Office							Current and Future Year Cash Flow Commitments						Current and Future Year Cash Flow Commitments Financed By												
Sub-Project No.	Project Name	Ward	Stat.	Cat.	2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserves	Reserve Funds	Capital from Current	Other 1	Other 2	Debt - Recoverable Debt	Total Financing			
<b><u>CLK907368 Information Management Infrastructure</u></b>																									
1	6	Enterprise Doc & Rec Mgmt Solution (EDRMS) CCO	CW	S2	02	1,480	680	0	0	0	2,160	0	2,160	0	0	0	0	0	0	0	0	2,160	0	2,160	
1	9	Open Info (Archival Applic Replcmt & Transf.) S2	CW	S2	02	461	76	0	0	0	537	0	537	0	0	0	0	0	0	331	0	206	0	537	
1	12	Enterprise Doc & Rec Mgt Solution (EDRMS) CCO S3	CW	S2	02	20	20	700	74	0	814	0	814	0	0	0	0	0	0	0	0	814	0	814	
1	13	Open Information S3 - Change in Scope	CW	S2	02	76	74	0	0	0	150	0	150	0	0	0	0	0	0	0	0	150	0	150	
1	14	EDRMS- Change in scope	CW	S3	02	-93	-81	-290	-74	0	-538	0	-538	0	0	0	0	0	0	0	0	-538	0	-538	
1	15	Forms Management ( Part of EDRMS)	CW	S3	02	317	262	0	0	0	579	0	579	0	0	0	0	0	0	0	0	579	0	579	
1	16	Open Information S3 - Change in Scope	CW	S3	02	-150	-150	0	150	150	0	800	800	0	0	0	0	0	0	0	0	800	0	800	
Sub-total					2,111	881	410	150	150	3,702	800	4,502	0	0	0	0	0	0	331	0	4,171	0	4,502		
<b><u>CLK907369 Information Management SOGR</u></b>																									
1	1	EDRMS SOGR	CW	S6	02	0	0	0	0	0	3,486	3,486	0	0	0	0	0	0	0	0	3,486	0	3,486		
2	2	Digital Asset Library SOGR	CW	S6	02	0	0	0	209	325	534	155	689	0	0	0	0	0	0	0	0	689	0	689	
Sub-total					0	0	0	209	325	534	3,641	4,175	0	0	0	0	0	0	0	0	0	4,175	0	4,175	
<b><u>CLK907372 Council Transition System Changes</u></b>																									
1	1	Council Transition Sys Changes	CW	S6	02	0	0	0	0	0	500	500	0	0	0	0	0	0	0	0	500	0	500		
1	2	Council Transition Sys Changes	CW	S6	02	0	100	400	0	0	500	0	500	0	0	0	0	0	0	0	0	500	0	500	
Sub-total					0	100	400	0	0	500	500	1,000	0	0	0	0	0	0	0	0	0	1,000	0	1,000	
<b><u>CLK907374 IP Workflow Management System</u></b>																									
1	5	IP Workflow Management System -S3	CW	S3	03	50	0	0	0	0	50	0	50	0	0	0	50	0	0	0	0	0	0	50	
Sub-total					50	0	0	0	0	50	0	50	0	0	0	50	0	0	0	0	0	0	0	50	
<b><u>CLK907376 IP Workflow Management System SOGR</u></b>																									
1	2	Information Workflow Mgt. System SOGR	CW	S6	03	0	0	0	0	0	1,200	1,200	0	0	0	0	0	0	0	0	0	1,200	0	1,200	
Sub-total					0	0	0	0	0	0	1,200	1,200	0	0	0	0	0	0	0	0	0	0	1,200	0	1,200
<b><u>CLK907384 Registry Service Tracking System (RSTS) SOGR</u></b>																									
1	1	Registry Service Tracking System (RSTS) SOGR	CW	S6	02	0	0	0	0	50	50	335	385	0	0	0	0	0	0	0	0	385	0	385	
Sub-total					0	0	0	0	50	50	335	385	0	0	0	0	0	0	0	0	0	0	385	0	385
<b><u>CLK907389 Toronto Gaming Information System (TGIS) SOG</u></b>																									





**CITY OF TORONTO**

**Gross Expenditures (\$000's)  
Appendix 3**

**City Clerk's Office**

Sub- Project No. Project Name PrioritySubProj No. Sub-project Name Ward Stat. Cat.						Current and Future Year Cash Flow Commitments						Current and Future Year Cash Flow Commitments Financed By												
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserve Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing	
<u>CLK907856 First &amp; Second Floor Health &amp; Safety Remediatio</u>																								
1	1	First & Second Floor Health & Safety Remediation	CW	S4	01	100	200	0	0	0	300	0	300	0	0	0	0	0	0	0	300	0	300	
Sub-total						100	200	0	0	0	300	0	300	0	0	0	0	0	0	0	300	0	300	
<b>Total Program Expenditure</b>						5,480	4,075	3,800	17,781	3,382	34,518	17,058	51,576	0	0	0	2,490	11,470	21	331	0	37,264	0	51,576

**CITY OF TORONTO**

**Gross Expenditures (\$000's)**

**Appendix 3**

**City Clerk's Office**

Sub- Project No. Project Name Priority SubProj No. Sub-project Name Ward Stat. Cat.						Current and Future Year Cash Flow Commitments and Estimates						Current and Future Year Cash Flow Commitments and Estimates Financed By												
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserve Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing	
Financed By:																								
Reserves (Ind. "XQ" Ref.)						100	250	550	730	50	1,680	810	2,490	0	0	0	2,490	0	0	0	0	0	2,490	
Reserve Funds (Ind."XR" Ref.)						2,632	1,830	500	550	1,450	6,962	4,508	11,470	0	0	0	0	11,470	0	0	0	0	11,470	
Capital from Current						21	0	0	0	0	21	0	21	0	0	0	0	21	0	0	0	0	21	
Other1 (Internal)						331	0	0	0	0	331	0	331	0	0	0	0	0	331	0	0	0	331	
Debt						2,396	1,995	2,750	16,501	1,882	25,524	11,740	37,264	0	0	0	0	0	0	0	37,264	0	37,264	
<b>Total Program Financing</b>						<b>5,480</b>	<b>4,075</b>	<b>3,800</b>	<b>17,781</b>	<b>3,382</b>	<b>34,518</b>	<b>17,058</b>	<b>51,576</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,490</b>	<b>11,470</b>	<b>21</b>	<b>331</b>	<b>0</b>	<b>37,264</b>	<b>0</b>	<b>51,576</b>

- Status Code Description**  
 S2 S2 Prior Year (With 2013 and/or Future Year Cashflow)  
 S3 S3 Prior Year - Change of Scope 2013 and/or Future Year Cost(Cashflow)  
 S4 S4 New - Stand-Alone Project (Current Year Only)  
 S5 S5 New (On-going or Phased Projects)  
 S6 S6 New - Future Year (Commencing in 2014 & Beyond)

- Category Code Description**  
 01 Health and Safety C01  
 02 Legislated C02  
 03 State of Good Repair C03  
 04 Service Improvement and Enhancement C04  
 05 Growth Related C05  
 06 Reserved Category 1 C06  
 07 Reserved Category 2 C07

**Appendix 4**  
**2013 Recommended Cash Flow and**  
**Future Year Commitments**

Report Phase 2 - Program 22 City Clerk's Office Program Phase 2 Sub-Project Category 01,02,03,04,05,06,07 Part B Sub-Project Status S2 Part C Sub-Project Status S2,S3,S4,S5

## CITY OF TORONTO

Gross Expenditures (\$000's)  
Appendix 4

City Clerk's Office						Current and Future Year Cash Flow Commitments							Current and Future Year Cash Flow Commitments Financed By												
Sub- Priority	Project No. SubProj No.	Project Name Sub-project Name	Ward	Stat.	Cat.	2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing		
<u>CLK906877 Toronto Election Information System (TEIS)</u>																									
1	2	TEIS Maintenance & Upgrade for 2014 Election	CW	S2	02	865	480	0	0	0	1,345	0	1,345	0	0	0	0	1,345	0	0	0	0	0	1,345	
1	5	TEIS Maintenance & Upgrade 2014- Change in Scope	CW	S3	02	930	850	0	0	0	1,780	0	1,780	0	0	0	0	1,780	0	0	0	0	0	1,780	
Sub-total						1,795	1,330	0	0	0	3,125	0	3,125	0	0	0	0	3,125	0	0	0	0	0	3,125	
<u>CLK906878 Archives Strategic Plan Implementation</u>																									
1	3	Archive SOGR	CW	S2	03	50	50	50	50	0	200	0	200	0	0	0	200	0	0	0	0	0	0	200	
1	6	Archives Facility Expansion S2	CW	S2	03	150	0	0	0	0	150	0	150	0	0	0	0	0	0	0	0	150	0	150	
1	10	Archives Facility Expansion S3	CW	S3	03	-150	150	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sub-total						50	200	50	50	0	350	0	350	0	0	0	200	0	0	0	0	0	150	0	350
<u>CLK907133 TO Meeting Mgmt Info Sy (TMMIS) for City &amp; Put</u>																									
1	4	TMMIS Phase 3	CW	S2	02	21	0	0	0	0	21	0	21	0	0	0	0	0	21	0	0	0	0	21	
1	6	TMMIS Phase 3	CW	S5	02	270	0	0	0	0	270	0	270	0	0	0	0	0	0	0	0	270	0	270	
Sub-total						291	0	0	0	0	291	0	291	0	0	0	0	0	21	0	0	270	0	291	
<u>CLK907361 Alternate Voting</u>																									
1	1	Alternate Voting	CW	S2	02	2,025	1,114	0	0	0	3,139	0	3,139	0	0	0	0	3,139	0	0	0	0	0	3,139	
1	3	Alternate Voting S3	CW	S3	02	-1,188	-614	0	0	0	-1,802	0	-1,802	0	0	0	0	-1,802	0	0	0	0	0	-1,802	
Sub-total						837	500	0	0	0	1,337	0	1,337	0	0	0	0	1,337	0	0	0	0	0	1,337	
<u>CLK907368 Information Management Infrastructure</u>																									
1	6	Enterprise Doc & Rec Mgmt Solution (EDRMS) CCO	CW	S2	02	1,480	680	0	0	0	2,160	0	2,160	0	0	0	0	0	0	0	0	2,160	0	2,160	
1	9	Open Info (Archival Applic Replcmt & Transf.) S2	CW	S2	02	461	76	0	0	0	537	0	537	0	0	0	0	0	0	331	0	206	0	537	
1	12	Enterprise Doc & Rec Mgt Solution (EDRMS) CCO S3	CW	S2	02	20	20	700	74	0	814	0	814	0	0	0	0	0	0	0	0	814	0	814	
1	13	Open Information S3 - Change in Scope	CW	S2	02	76	74	0	0	0	150	0	150	0	0	0	0	0	0	0	0	150	0	150	
1	14	EDRMS- Change in scope	CW	S3	02	-93	-81	-290	-74	0	-538	0	-538	0	0	0	0	0	0	0	0	-538	0	-538	
1	15	Forms Management ( Part of EDRMS)	CW	S3	02	317	262	0	0	0	579	0	579	0	0	0	0	0	0	0	0	579	0	579	
1	16	Open Information S3 - Change in Scope	CW	S3	02	-150	-150	0	150	150	0	800	800	0	0	0	0	0	0	0	0	800	0	800	
Sub-total						2,111	881	410	150	150	3,702	800	4,502	0	0	0	0	0	0	331	0	4,171	0	4,502	

**CITY OF TORONTO**

**Gross Expenditures (\$000's)  
Appendix 4**

**City Clerk's Office**

Sub- Project No. Project Name PrioritySubProj No. Sub-project Name Ward Stat. Cat.						Current and Future Year Cash Flow Commitments							Current and Future Year Cash Flow Commitments Financed By												
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing		
<u>CLK907374 IP Workflow Management System</u>																									
1	5	IP Workflow Management System -S3	CW	S3	03	50	0	0	0	0	50	0	50	0	0	0	50	0	0	0	0	0	0	50	
Sub-total						50	0	0	0	0	50	0	50	0	0	0	50	0	0	0	0	0	0	50	
<u>CLK907415 Mail Security and Mail Room Upgrades</u>																									
1	1	Mail Security & Mail Room Upgrade	CW	S2	01	0	500	0	0	0	500	0	500	0	0	0	0	0	0	0	0	500	0	500	
1	2	Mail Security & Mail Room Upgrades - Scope Change	CW	S2	01	150	0	0	0	0	150	0	150	0	0	0	0	0	0	0	0	150	0	150	
1	3	Mail Security & Mail Room Upgrade - S3	CW	S3	01	0	-250	250	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sub-total						150	250	250	0	0	650	0	650	0	0	0	0	0	0	0	0	0	650	0	650
<u>CLK907434 Election Voters' List Enh. using City Databases</u>																									
1	1	Election Voter's List Enh using City Database	CW	S2	02	570	550	0	0	0	1,120	0	1,120	0	0	0	0	1,120	0	0	0	0	0	1,120	
0	2	Election Voter's List Enhancem't u City Database S3	CW	S2	02	-170	-150	0	0	0	-320	0	-320	0	0	0	0	-320	0	0	0	0	0	-320	
1	3	Elect Voters' List Enh u City Dbse - Merge TEIS	CW	S3	02	-400	-400	0	0	0	-800	0	-800	0	0	0	0	-800	0	0	0	0	0	-800	
Sub-total						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<u>CLK907825 Constituency Management System</u>																									
1	1	Constituency Management System Usability Enh	CW	S4	02	96	134	0	0	0	230	0	230	0	0	0	0	0	0	0	0	230	0	230	
Sub-total						96	134	0	0	0	230	0	230	0	0	0	0	0	0	0	0	0	230	0	230
<u>CLK907856 First &amp; Second Floor Health &amp; Safety Remediation</u>																									
1	1	First & Second Floor Health & Safety Remediation	CW	S4	01	100	200	0	0	0	300	0	300	0	0	0	0	0	0	0	0	300	0	300	
Sub-total						100	200	0	0	0	300	0	300	0	0	0	0	0	0	0	0	0	300	0	300
<b>Total Program Expenditure</b>						<b>5,480</b>	<b>3,495</b>	<b>710</b>	<b>200</b>	<b>150</b>	<b>10,035</b>	<b>800</b>	<b>10,835</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>4,462</b>	<b>21</b>	<b>331</b>	<b>0</b>	<b>5,771</b>	<b>0</b>	<b>10,835</b>	

Report Phase 2 - Program 22 City Clerk's Office Program Phase 2 Sub-Project Category 01,02,03,04,05,06,07 Part B Sub-Project Status S2 Part C Sub-Project Status S2,S3,S4,S5

**CITY OF TORONTO**

**Gross Expenditures (\$000's)**

**Appendix 4**

**City Clerk's Office**

Sub- Project No. Project Name Priority SubProj No. Sub-project Name Ward Stat. Cat.						Current and Future Year Cash Flow Commitments and Estimates						Current and Future Year Cash Flow Commitments and Estimates Financed By											
						2013	2014	2015	2016	2017	Total 2013-2017	Total 2018-2022	Total 2013-2022	Provincial Grants and Subsidies	Federal Subsidy	Development Charges	Reserve Reserves	Reserve Funds	Capital from Current	Other 1	Other2	Debt - Recoverable Debt	Total Financing
Financed By:																							
Reserves (Ind. "XQ" Ref.)						100	50	50	50	0	250	0	250	0	0	0	250	0	0	0	0	250	
Reserve Funds (Ind."XR" Ref.)						2,632	1,830	0	0	0	4,462	0	4,462	0	0	0	4,462	0	0	0	0	4,462	
Capital from Current						21	0	0	0	0	21	0	21	0	0	0	0	21	0	0	0	21	
Other1 (Internal)						331	0	0	0	0	331	0	331	0	0	0	0	331	0	0	0	331	
Debt						2,396	1,615	660	150	150	4,971	800	5,771	0	0	0	0	0	0	5,771	5,771		
<b>Total Program Financing</b>						<b>5,480</b>	<b>3,495</b>	<b>710</b>	<b>200</b>	<b>150</b>	<b>10,035</b>	<b>800</b>	<b>10,835</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>4,462</b>	<b>21</b>	<b>331</b>	<b>0</b>	<b>5,771</b>	<b>10,835</b>

**Status Code Description**  
 S2 S2 Prior Year (With 2013 and/or Future Year Cashflow)  
 S3 S3 Prior Year - Change of Scope 2013 and/or Future Year Cost(Cashflow)  
 S4 S4 New - Stand-Alone Project (Current Year Only)  
 S5 S5 New (On-going or Phased Projects)

**Category Code Description**  
 01 Health and Safety C01  
 02 Legislated C02  
 03 State of Good Repair C03  
 04 Service Improvement and Enhancement C04  
 05 Growth Related C05  
 06 Reserved Category 1 C06  
 07 Reserved Category 2 C07

## Appendix 5

### 2013 Recommended Capital Project with Financing Details





(Phase 2) 22-City Clerk's Office

Sub-Project Category: 01,02,03,04,05,06,07

Type: B Sub-Project Status: S2

Type: C Sub-Project Status: S2,S3,S4,S5



## CITY OF TORONTO

## Appendix 5

## City Clerk's Office

## Sub-Project Summary

Project/Financing				2013	Financing										
Priority	Project	Project Name	Start Date	Completion Date	Cash Flow	Provincial Grants Subsidies	Federal Subsidy	Developmt Charges	Reserves	Reserve Funds	Capital From Current	Other 1	Other 2	Debt	Debt - Recoverable
<b>1</b>	<b>CLK907825</b>	<b>Constituency Management System</b>													
1	1	1 Constituency Management System Usability Enh	1/1/2013	12/31/2014	96	0	0	0	0	0	0	0	0	96	0
		<b>Project Sub-total:</b>			96	0	0	0	0	0	0	0	0	96	0
<b>1</b>	<b>CLK907856</b>	<b>First &amp; Second Floor Health &amp; Safety Remediation</b>													
1	1	1 First & Second Floor Health & Safety Remediation	1/1/2013	12/31/2014	100	0	0	0	0	0	0	0	0	100	0
		<b>Project Sub-total:</b>			100	0	0	0	0	0	0	0	0	100	0
<b>3</b>	<b>CLK907133</b>	<b>TO Meeting Mgmt Info Sy (TMMIS) for City &amp; Public</b>													
1	4	4 TMMIS Phase 3	1/1/2012	12/31/2015	21	0	0	0	0	0	21	0	0	0	0
1	6	6 TMMIS Phase 3	1/1/2012	12/31/2015	270	0	0	0	0	0	0	0	0	270	0
		<b>Project Sub-total:</b>			291	0	0	0	0	0	21	0	0	270	0
<b>Program Total:</b>					5,480	0	0	0	100	2,632	21	331	0	2,396	0

Status Code	Description
S2	S2 Prior Year (With 2013 and/or Future Year Cashflow)
S3	S3 Prior Year - Change of Scope 2013 and/or Future Year Cost/Cashflow)
S4	S4 New - Stand-Alone Project (Current Year Only)
S5	S5 New (On-going or Phased Projects)

Category Code	Description
01	Health and Safety C01
02	Legislated C02
03	State of Good Repair C03
04	Service Improvement and Enhancement C04
05	Growth Related C05
06	Reserved Category 1 C06
07	Reserved Category 2 C07

### Appendix 6

## 2013 Reserve / Reserve Fund Review (In \$000s)

### Reserve/Reserve Fund Review - Program Specific

Reserve / Reserve Fund Name	Project / SubProject Name and Number	Projected Balance as at Dec 31, 2012	Proposed Withdrawals										2013- 2022 Total
			2013 Rec. Budget	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan	2019 Plan	2020 Plan	2021 Plan	2022 Plan	
Clerk's Equipment Reserve XQ1507	Beginning Balance	\$613	\$447	\$612	\$627	\$342	(\$123)	\$92	\$57	\$22	\$217	\$412	\$3,318
	Total Proposed Withdrawals	(\$431)	(\$100)	(\$250)	(\$550)	(\$730)	(\$50)	(\$300)	(\$300)	(\$70)	(\$70)	(\$70)	(\$2,921)
	Projected Contributions	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265	\$265
<b>Total Reserve Fund Balance at Year-End</b>		<b>\$447</b>	<b>\$612</b>	<b>\$627</b>	<b>\$342</b>	<b>(\$123)</b>	<b>\$92</b>	<b>\$57</b>	<b>\$22</b>	<b>\$217</b>	<b>\$412</b>	<b>\$607</b>	<b>\$3,047</b>

\* Based on 3rd Quarter Variance Report

Reserve / Reserve Fund Name	Project / SubProject Name and Number	Projected Balance as at Dec 31, 2012	Proposed Withdrawals										2013- 2022 Total
			2013 Rec. Budget	2014 Plan	2015 Plan	2016 Plan	2017 Plan	2018 Plan	2019 Plan	2020 Plan	2021 Plan	2022 Plan	
Clerk's Election Reserve XR1017	Beginning Balance	\$3,581	\$5,673	\$8,617	\$1,126	\$1,170	\$4,541	\$6,913	(\$290)	(\$630)	\$2,311	\$4,237	\$33,670
	Total Proposed Withdrawals	(\$6,097)	(\$6,357)	(\$15,690)	(\$8,556)	(\$5,429)	(\$6,428)	(\$16,003)	(\$9,140)	(\$5,859)	(\$6,874)	(\$17,265)	(\$97,600)
	Projected Contributions	\$8,189	\$9,300	\$8,200	\$8,600	\$8,800	\$8,800	\$8,800	\$8,800	\$8,800	\$8,800	\$8,800	\$8,800
<b>Total Reserve Fund Balance at Year-End</b>		<b>\$5,673</b>	<b>\$8,617</b>	<b>\$1,126</b>	<b>\$1,170</b>	<b>\$4,541</b>	<b>\$6,913</b>	<b>(\$290)</b>	<b>(\$630)</b>	<b>\$2,311</b>	<b>\$4,237</b>	<b>(\$4,227)</b>	<b>\$23,769</b>

\* Based on 3rd Quarter Variance Report