
2016 OPERATING BUDGET BRIEFING NOTE

Toronto Zoo: 2013-2016 Trends for Specific Expenditure Accounts

Issue/Background:

The Budget Committee requested that the City Manager provide briefing notes to the January 5, 2016 meeting of the Budget Committee which detail expenditures in 2013, 2014, and 2015, and 2016 Preliminary Budget estimates for the following cost categories:

- Mailing
- Advertising and Promotion
- Office Supplies
- Travel
- Training/Conferences
- Material and Equipment – Communications
- Rental of Office Equipment
- Contracted Services – Renovations
- Material and Equipment Hand Tools
- Professional and Tech-Management Fees
- Catering Services

Accordingly, the table included in this briefing note provides the information for the Toronto Zoo in the closest equivalent category in order to facilitate the consolidated roll up:

2013 Actual Expenditures for the noted categories/line items;
 2014 Actual Expenditures for the noted categories/line items;
 2015 Q3 Actual Expenditures for the noted categories/line items;
 2015 Projected Year Actual Expenditures for the noted categories/line items; and
 2016 Preliminary Budget for the noted categories/line items.

Key Points:

- 2013 Advertising, and Contracted Services – Renovations higher than 2014 – 2015 projected due to promotion of Giant panda and exhibit preparations.
- Over \$2.9 million in contributed to Zoo Stabilization Reserve in 2013.
- Professional & Technical Management Fees higher in 2013 due to Panda preparations.

- Expenditures lower in 2014 – 2015 projected due to cost containment and controls to mitigate financial pressures.
- 2016 Preliminary Budget metrics based on 3 year experience trend 2013 – 2015 projected, but including full fundraising activities (net zero).

	2013 Actual (\$000's)	2014 Actual (\$000's)	2015 Q3 Actual Expenditure (\$000's)	2015 Projected Year Actuals (\$000's)	2015 Approved Budget (\$000's)	2016 Budget (\$000's)
Mailing	169.1	180.9	100.1	190.0	202.1	202.1
Advertising & Promotion	1,526.8	1,005.0	955.7	1,483.3	1,866.3	1,866.3
Office Supplies	30.0	20.3	19.2	25.0	63.8	63.8
Travel	50.5	21.8	19.6	26.5	52.9	40.5
Training/Conferences	140.4	74.2	79.5	107.0	135.1	136.5
Material & Equipment - Communications *	2.0	1.9	3.7	4.3	4.4	4.4
Rental of Office Equipment	14.5	16.1	11.9	13.0	21.6	21.6
Contracted Services - Renovation	1,228.8	169.4	351.9	435.0	519.2	519.2
Material & Equipment - Hand Tools	4.6	1.3	3.9	5.0	6.7	6.7
Professional & Tech Management Fees	195.6	73.6	82.4	123.0	353.0	353.0
Catering Services	7.8	8.5	7.0	8.1	14.7	14.7

Prepared by: Robin D. Hale, Chief Operating Officer, Toronto Zoo, (416) 392-5913,
rhale@torontozoo.ca

Further information: Paul K. Whittam, Manager, Financial Services, Toronto Zoo,
(416) 392-5914, pwhittam@torontozoo.ca

Date: January 4, 2016