



**Peterborough Police
Services Board**

Public Session

TO: Chair and Members of the Peterborough Police Services Board
FROM: SCOTT GILBERT, CHIEF OF POLICE
REPORT DATE: August 23, 2018
MEETING DATE: September 5, 2018
SUBJECT: 2018 Second Quarter Financial Report

PURPOSE

A report to receive the second quarter of the 2018 financial position of the Peterborough Police Service.

RECOMMENDATION(S)

That the Board approve the recommendation(s) outlined in this Report, as follows:

Receive for information

STRENGTH IMPACT

Not applicable

BUDGET AND FINANCIAL IMPLICATIONS

Not applicable.

BACKGROUND

Attached you will find a copy of the second quarter of the 2018 Operating and Capital Budget financial reports outlining revenues and expenditures on behalf of the Peterborough Police Service.

Our second quarter Operating budget indicates a disbursement of \$12,369,887 (49.5%), from an approved budget of \$24,977,779 with 50% of the year completed.

Personnel expenditures of your Salaries & Benefits Summary indicates a disbursement of \$12,659,100 (49.4%) from an approved budget of \$25,633,226.

Capital budget indicates a commitment of \$337,310 (55%) from an approved budget of \$617,423.

Police Reserves indicates a balance of \$719,748.

SUMMARY

Records indicate that we have disbursed 49.5% of our Operating budget with 50% of the year completed.

Prepared by: Tia Nguyen, Finance Manager

Submitted by: Scott Gilbert, Chief of Police

Reviewed by: Scott Gilbert, Chief of Police



Attachments:

- 2018 Operating Financial Reports

GL787

PPS Monthly Report

Report Format 512

Period 6 ending June 30, 2018

Transaction status 1

50% of year completed

	Current Actual	YTD Actual	2018 Budget	YTD Variance	YTD % Spent
Dpt POL Police					
DOb 5212 Provincial grant	327,409.50-	832,939.34-	1,554,634.00-	721,694.66-	53.6
DOb 5232 Other Mun-grants & fees	47,529.00-	285,174.00-	570,358.00-	285,184.00-	50.0
DOb 5234 Municipal Fees-Cavan Monaghan	102,708.00-	621,220.18-	1,232,500.00-	611,279.82-	50.4
DOb 5258 Police miscellaneous receipts	51,671.97-	246,926.64-	175,000.00-	71,926.64	141.1
DOb 5266 Taxi fees	1,010.00-	18,617.39-	20,000.00-	1,382.61-	93.1
DOb 5267 Alarms	250.00-	4,650.00-	15,000.00-	10,350.00-	31.0
DOb 5268 MVC reports	195.00-	2,880.00-	16,000.00-	13,120.00-	18.0
DOb 5269 Towing	1,100.00-	8,174.00-	40,000.00-	31,826.00-	20.4
DOb 5270 Confirmation letters	70.00-	350.00-	3,000.00-	2,650.00-	11.7
DOb 5272 FOI fees	181.62-	1,032.35-	4,500.00-	3,467.65-	22.9
DOb 6005 Salaries - Full time	2,212,048.52	9,276,128.35	19,141,157.00	9,865,028.65	48.5
DOb 6015 OT-(time & one half)	33,584.25	277,105.90	463,891.00	186,785.10	59.7
DOb 6025 Salaries - Part time	65,427.84	305,101.92	381,933.00	76,831.08	79.9
DOb 6035 Service Pay	800.00	2,800.00	44,050.00	41,250.00	6.4
DOb 6036 Salaries FT Ride		7,840.00		7,840.00-	
DOb 6037 Pay Equity Maintenance			10,000.00	10,000.00	
DOb 6038 Salaries FT Paid Duty	47,665.00	166,622.00		166,622.00-	
DOb 6039 Meal Allowance	91.00	518.99	4,170.00	3,651.01	12.5
DOb 6061 Maternity Leave Top-Up	7,239.12	23,191.77		23,191.77-	
DOb 6065 Noise Control	2,083.00-	10,538.00-		10,538.00	
DOb 6071 WSIB Top Up	23,655.48	23,655.48		23,655.48-	
DOb 6075 Employee Benefit O/H	639,030.46	2,767,285.29	5,600,025.00	2,832,739.71	49.4
DOb 6095 Police Recoveries		6,150.00-	12,000.00-	5,850.00-	51.3
DOb 6405 Telephone	9,579.74	27,377.71	57,000.00	29,622.29	48.0
DOb 6410 Adv & Publicity			250.00	250.00	
DOb 6415 Community Relations	266.04	2,451.48	6,500.00	4,048.52	37.7
DOb 6430 Postage	266.59	4,239.23	8,500.00	4,260.77	49.9
DOb 6440 Data Processing internal	22,738.00	136,428.00	272,856.00	136,428.00	50.0
DOb 6445 Computer Line Costs	7,327.35	14,388.06	30,000.00	15,611.94	48.0
DOb 6450 Radio System Service Contracts	302.74	309,880.99	371,000.00	61,119.01	83.5
DOb 6455 Non-Contract Services	4,274.94	4,774.44	5,000.00	225.56	95.5
DOb 6460 CHEX Tower Site Rental		21,108.45	22,000.00	891.55	96.0
DOb 6465 Radio Licence		10,283.00	11,700.00	1,417.00	87.9
DOb 6490 Cellular Phones	19,518.37	63,457.88	120,000.00	56,542.12	52.9
DOb 6500 OMPAC Costs	36,213.07	56,375.59	166,891.00	110,515.41	33.8
DOb 6510 Courier Service	378.10	2,856.09	5,000.00	2,143.91	57.1
DOb 6515 Towing			500.00	500.00	
DOb 6520 Contractual Services	3,607.95	72,908.13	114,795.00	41,876.87	63.5
DOb 6530 Employee Medicals	1,540.00	5,027.35	24,000.00	18,972.65	21.0
DOb 7005 Office Supplies	8,174.47	21,679.68	15,300.00	6,379.68-	141.7
DOb 7015 Operating Supplies	153.89	7,350.06	23,800.00	16,449.94	30.9
DOb 7020 Equipment Supplies	1,555.31	3,815.56	13,000.00	9,184.44	29.4

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		Current Actual	YTD Actual	2018 Budget	YTD Variance	YTD % Spent
Dpt POL	Police					
DOb 7025	Materials	757.28	86,805.96		86,805.96-	
DOb 7030	Clothing & Uniforms	3,216.74	27,396.00	65,000.00	37,604.00	42.2
DOb 7035	Clothing Allowance	2,704.23	16,420.70	31,000.00	14,579.30	53.0
DOb 7040	Cleaning Uniforms	587.93	3,290.60	10,000.00	6,709.40	32.9
DOb 7045	Investigative Expenses	2,533.14	8,792.49	44,200.00	35,407.51	19.9
DOb 7050	Photocopies	3,198.93	16,605.01	28,800.00	12,194.99	57.7
DOb 7055	Books / Publications	21.68	71.46	6,500.00	6,428.54	1.1
DOb 7080	Audio Visual		260.17	2,000.00	1,739.83	13.0
DOb 7090	Auto Mugshot System			2,400.00	2,400.00	
DOb 7095	Drawing Chart Supplies		69.12	500.00	430.88	13.8
DOb 7100	Examination Supplies		36.63	1,800.00	1,763.37	2.0
DOb 7105	Identification Supplies		1,170.19	6,000.00	4,829.81	19.5
DOb 7107	Seminar Materials		116.31	250.00	133.69	46.5
DOb 7110	Prisoners Meals	2,531.67	3,051.32	20,000.00	16,948.68	15.3
DOb 7115	Evidence Bags		803.90	2,000.00	1,196.10	40.2
DOb 7125	Paper Supplies & Envelopes		3,401.41	15,000.00	11,598.59	22.7
DOb 7130	Computer Ribbons		2,843.00	10,000.00	7,157.00	28.4
DOb 7135	Business Cards		278.21	1,200.00	921.79	23.2
DOb 7140	Batteries		340.54	4,000.00	3,659.46	8.5
DOb 7145	Outer Coats		892.33	3,000.00	2,107.67	29.7
DOb 7150	Tunics	1,751.90	4,109.98	2,000.00	2,109.98-	205.5
DOb 7152	AFIS Expenses		346.84-	500.00	846.84	69.4-
DOb 7155	Body Armour Replacements		2,429.37	20,000.00	17,570.63	12.2
DOb 7160	Regalia	1,578.58	1,939.17	3,000.00	1,060.83	64.6
DOb 7165	Gloves/Mitts	292.46	2,757.05	3,000.00	242.95	91.9
DOb 7170	Rubber Gloves	106.04	783.10	1,100.00	316.90	71.2
DOb 7175	Leather Supplies Replacements	421.09	4,011.20	3,000.00	1,011.20-	133.7
DOb 7180	Alterations	391.53	970.78	800.00	170.78-	121.4
DOb 7185	Ammunition	5,484.86	5,484.86	35,000.00	29,515.14	15.7
DOb 7190	Teargas/Spray	217.15	25,391.75	60,000.00	34,608.25	42.3
DOb 7195	Targets & Maintenance		47.87	1,500.00	1,452.13	3.2
DOb 7200	Outdoor Range Fees			5,000.00	5,000.00	
DOb 7210	Retirements/Memorial Tributes	1,126.85	2,435.86	7,500.00	5,064.14	32.5
DOb 7220	Incidentals	2,217.06	30,582.13	79,450.00	48,867.87	38.5
DOb 7295	Miscellaneous		63.07		63.07-	
DOb 7305	Rep & Maint-Equipment	879.60	10,133.89	17,900.00	7,766.11	56.6
DOb 7335	Rep & Maint-Bike Patrol			1,000.00	1,000.00	
DOb 7345	Vehicle Cleaning	1,500.49	6,757.84	20,000.00	13,242.16	33.8
DOb 7350	Tires	4,862.15	7,625.48	24,000.00	16,374.52	31.8
DOb 7370	Rep & Maint-Desktop Hardware	770.94	2,413.05	5,000.00	2,586.95	48.3
DOb 7505	Insurance	8,631.00	51,786.00	103,576.00	51,790.00	50.0
DOb 7515	Legal fees	8,862.53	34,848.13	180,000.00	145,151.87	19.4

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	Current Actual	YTD Actual	2018 Budget	YTD Variance	YTD % Spent
Dpt POL Police					
DOb 7522 Consulting Services			25,000.00	25,000.00	
DOb 7540 Bank Charges		275.77		275.77	
DOb 7560 Investigations	181.10	635.31	5,000.00	4,364.69	12.7
DOb 7565 Crown Briefs		91.56	1,000.00	908.44	9.2
DOb 7566 Police HCSA payments	203.20	2,922.15		2,922.15	
DOb 7706 Transfer to Reserves	811.00	4,866.00	9,734.00	4,868.00	50.0
DOb 7709 Trans to Fed Gas Tax Res Fnd	1,667.00	10,002.00	20,000.00	9,998.00	50.0
DOb 7920 Rep & Maint-Auto Equipment	36,481.59	98,608.49	180,000.00	81,391.51	54.8
DOb 7925 Vehicle Fuel	48,614.01	135,265.35	234,327.00	99,061.65	57.7
DOb 8002 Computer Equipment			6,500.00	6,500.00	
DOb 8015 Operating Equipment	4,525.45	47,048.44	117,756.00	70,707.56	40.0
DOb 8070 Desktop Hardware	71.35	1,062.41	2,250.00	1,187.59	47.2
DOb 8115 External Equip Rental	31.70	104.83	1,200.00	1,095.17	8.7
DOb 8205 Business Travel	197.32	1,872.57	8,000.00	6,127.43	23.4
DOb 8210 Car Allowance			19,500.00	19,500.00	
DOb 8215 Membership/Subscriptions		9,620.55	14,890.00	5,269.45	64.6
DOb 8220 Staff training	6,496.36	11,173.46	20,000.00	8,826.54	55.9
DOb 8225 Conf & Conventions	1,821.33	5,513.01	15,000.00	9,486.99	36.8
DOb 8230 Seminars/Workshops	10,904.29	55,158.87	66,830.00	11,671.13	82.5
DOb 8240 Certification Training	1,548.71	24,865.52	83,500.00	58,634.48	29.8
DOb 8245 HR Services	1,788.82	4,994.19	10,000.00	5,005.81	49.9
DOb 8250 Continuing Education			15,000.00	15,000.00	
DOb 8255 In-House Training	1,043.04	12,938.13	25,000.00	12,061.87	51.8
Dpt POL Police	2,781,901.04	12,369,887.20	24,977,779.00	12,607,891.80	49.5
Report Final Totals	2,781,901.04	12,369,887.20	24,977,779.00	12,607,891.80	49.5