

Communications and Constituency Relations Allowance
Mayor's Office
January 1 to December 31, 2017

Payment Date	Doc #	Description	Amount	GST Rebate	Total
18-Jan-17	R568991	Contract services for Social Media Manager (November to December 2016)	\$ 1,102.50	\$ -	\$ 1,102.50
24-Jan-17	R568979	Business cards for Strategic Advisor to the Mayor	\$ 461.16	\$ 20.96	\$ 440.20
31-Jan-17	R568994	Contract services for Social Media Manager (January 2017)	\$ 700.00	\$ -	\$ 700.00
31-Jan-17	R568995	Contract services for Strategic Advisor to the Mayor (January 2017)	\$ 3,714.75	\$ -	\$ 3,714.75
28-Feb-17	R568998	Contract services for Social Media Manager (February 2017)	\$ 716.02	\$ -	\$ 716.02
1-Mar-17	R568999	Contract services for Strategic Advisor to the Mayor (February 2017)	\$ 3,714.75	\$ -	\$ 3,714.75
31-Mar-17	R580405	Contract services for Social Media Manager (March 2017)	\$ 787.50	\$ -	\$ 787.50
10-Apr-17	R580404	Contract services for Strategic Advisor to the Mayor (March 2017)	\$ 3,714.75	\$ -	\$ 3,714.75
25-Apr-17	R580411	Contract services for Strategic Advisor to the Mayor (Partial month April 2017)	\$ 1,857.38	\$ -	\$ 1,857.38
28-Apr-17	R580413	Contract services for Social Media Manager (April 2017)	\$ 700.00	\$ -	\$ 700.00
5-Jun-17	R580420	Contract services for Social Media Manager (May 2017)	\$ 577.50	\$ -	\$ 577.50
14-Jun-17		Payroll Costs for Policy & Communications Advisor (June 8 - 14, 2017)	\$ 247.66	\$ -	\$ 247.66
14-Jun-17		Payroll for Policy & Communications Advisor (June 8 - 14, 2017)	\$ 1,730.70	\$ -	\$ 1,730.70
29-Jun-17		Payroll Costs for Policy & Communications Advisor (June 15 - 30, 2017)	\$ 447.19	\$ -	\$ 447.19
29-Jun-17		Payroll for Policy & Communications Advisor (June 15 - 30, 2017)	\$ 3,125.00	\$ -	\$ 3,125.00
30-Jun-17	R580428	Contract services for Social Media Manager (June 2017)	\$ 770.00	\$ -	\$ 770.00
31-Jul-17	R580433	Contract services for Social Media Manager (July 2017)	\$ 700.00	\$ -	\$ 700.00
6-Jul-17	R580430	Business cards for Policy & Communications Advisor	\$ 390.65	\$ 17.60	\$ 373.05
14-Jul-17		Payroll Costs for Policy & Communications Advisor (July 1 - 15)	\$ 447.19	\$ -	\$ 447.19
14-Jul-17		Payroll for Policy & Communications Advisor (July 1 - 15)	\$ 3,125.00	\$ -	\$ 3,125.00
30-Jul-17		Payroll Costs for Policy & Communications Advisor (July 16 - 31)	\$ 447.19	\$ -	\$ 447.19
30-Jul-17		Payroll for Policy & Communications Advisor (July 16 - 31)	\$ 3,125.00	\$ -	\$ 3,125.00
15-Aug-17		Payroll Costs for Policy & Communications Advisor (August 1 - 15)	\$ 447.19	\$ -	\$ 447.19
15-Aug-17		Payroll for Policy & Communications Advisor (August 1 - 15)	\$ 3,125.00	\$ -	\$ 3,125.00
30-Aug-17		Payroll Costs for Policy & Communications Advisor (August 16 - 31)	\$ 447.19	\$ -	\$ 447.19
30-Aug-17		Payroll for Policy & Communications Advisor (August 16 - 31)	\$ 3,125.00	\$ -	\$ 3,125.00
5-Sep-17	R580441	Contract services for Social Media Manager (August 2017)	\$ 1,561.88	\$ 74.38	\$ 1,487.50
15-Sep-17		Payroll Costs for Policy & Communications Advisor (September 1 - 15)	\$ 447.19	\$ -	\$ 447.19
15-Sep-17		Payroll for Policy & Communications Advisor (September 1 - 15)	\$ 3,125.00	\$ -	\$ 3,125.00
22-Sep-17	R580446	Consulting services for Downtown Development Workshop	\$ 5,000.00	\$ -	\$ 5,000.00
27-Sep-17	R580447	Catering for Safe Community Action Alliance Luncheon	\$ 861.52	\$ 35.60	\$ 825.92
29-Sep-17	R580448	Contract services for Social Media Manager (September 2017)	\$ 2,030.44	\$ 96.69	\$ 1,933.75
30-Sep-17		Payroll Costs for Policy & Communications Advisor (September 16 - 30)	\$ 447.19	\$ -	\$ 447.19
30-Sep-17		Payroll for Policy & Communications Advisor (September 16 - 30)	\$ 3,125.00	\$ -	\$ 3,125.00
30-Sep-17	PJ170009	Ticket for Policy & Communications Advisor to SK Prof. Marketing Assoc.	\$ 70.00	\$ -	\$ 70.00
14-Oct-17		Payroll Costs for Policy & Communications Advisor (October 1-14)	\$ 447.19	\$ -	\$ 447.19
14-Oct-17		Payroll for Policy & Communications Advisor (October 1-14)	\$ 3,125.00	\$ -	\$ 3,125.00
26-Oct-17	R580460	Consulting services for Design Thinking Downtown Project	\$ 5,874.45	\$ 39.21	\$ 5,835.24
26-Oct-17	R580461	Global Strategies Presentation (Sept 12)	\$ 1,762.88	\$ -	\$ 1,762.88

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31-Oct-17	PJ170010	Catering for Design Thinking Downtown Project (Oct 12 & 13, 2017)	\$ 2,595.45	\$ 107.25	\$ 2,488.20
31-Oct-17		Payroll Costs for Policy & Communications Advisor (October 16-31)	\$ 447.19	\$ -	\$ 447.19
31-Oct-17		Payroll for Policy & Communications Advisor (October 16-31)	\$ 3,125.00	\$ -	\$ 3,125.00
31-Oct-17	D579351	Advertising for Pride Week	\$ 150.00	\$ -	\$ 150.00
2-Nov-17	R580463	Contract services for Social Media Manager (October 2017)	\$ 3,399.38	\$ 161.88	\$ 3,237.50
15-Nov-17		Payroll Costs for Policy & Communications Advisor (November 1 - 15, 2017)	\$ 447.19	\$ -	\$ 447.19
15-Nov-17		Payroll for Policy & Communications Advisor (November 1 - 15, 2017)	\$ 3,125.00	\$ -	\$ 3,125.00
22-Nov-17	R580473	Catering for Winter Cities Workshop (Nov 21)	\$ 1,485.27	\$ 61.37	\$ 1,423.90
30-Nov-17		Payroll Costs for Policy & Communications Advisor (November 16 - 30, 2017)	\$ 447.19	\$ -	\$ 447.19
30-Nov-17		Payroll for Policy & Communications Advisor (November 16 - 30, 2017)	\$ 3,125.00	\$ -	\$ 3,125.00
4-Dec-17	R580486	Contract services for Social Media Manager (November 2017)	\$ 2,223.38	\$ 105.88	\$ 2,117.50
5-Dec-17	R580482	Consulting services for Winter Cities Workshop (Nov 21)	\$ 5,000.00	\$ -	\$ 5,000.00
12-Dec-17	R580486	Contract services for Social Media Manager (December 2017)	\$ 367.50	\$ 17.50	\$ 350.00
14-Dec-17		Payroll Costs for Policy & Communications Advisor (December 1 - 15)	\$ 447.19	\$ -	\$ 447.19
14-Dec-17		Payroll for Policy and Communications Advisor (December 1 - 15)	\$ 3,125.00	\$ -	\$ 3,125.00
31-Dec-17		Payroll Costs for Policy & Communications Advisor (December 16 - 30)	\$ 447.19	\$ -	\$ 447.19
31-Dec-17		Payroll for Policy and Communications Advisor (December 16 - 30)	\$ 3,125.00	\$ -	\$ 3,125.00
Total:			\$ 100,705.94	\$ 738.32	\$ 99,967.62

2017 Budget: \$ 128,000.00

Total Spent: \$ 99,967.62