



City of
Parksville

**2016-2020 Draft
Provisional
Financial Plan**

October 28, 2015

Presentation Overview

- Fund Overview
 - Building Blocks
 - 2015 Future Years Spending Packages
 - Budget Adjustments
 - 2016 Spending Packages
 - 20 Year Capital Plan
 - 2016 Provisional Financial Plan
 - Accumulated Surplus

GENERAL FUND

- 2016 – 2020 Budget Building Blocks
 - Tax increases 4.5% for 2016
 - Tax increases 4.0% for 2017 - 2020
 - Inflation rate 2.0% - 2016 & 2017 then 2.5%
 - Staffing Additions
 - Capital Program changes – Increase of \$10.1 million over 19 years

2015 Future Year Spending Packages

- **Operating**

- \$50,000 - Community Park Master Plan Review 2016
- \$18,000 - FD Succession Planning 2016
- \$16,000 - Engineering Summer Student 2016-2020

2016 Budget Adjustments

- Operating

- Revenue -Western Diversification Grant - \$ 72,000
(for PCCC renovation projects)

Expenditures

- CAO Succession Plan - \$ 50,000
- Admin Training - Sauder Business School - \$ 5,200
- HR Training – OHS Masters Program - \$ 10,000
- Health & Wellness Initiatives - \$ 6,000
- Misc. Labour Consultations - \$ 15,000
- Training for In-house Insights Facilitator - \$ 5,000
- Unused Vacation payout for Retiring Fire Chief - \$ 55,000

2017 - 2020 Budget Adjustments

- **Operating**

- Revenue -Western Diversification Grant - \$ 69,225
(for PCCC renovation projects)

Expenditures

- Bylaw Officer - increase by .4 FTE - \$ 31,500
- Canada's 150th Birthday Events (2017 only) - \$ 25,000
- Misc. Labour Consultations - \$ 15,000
- RCMP 17th Officer - \$ 117,600

New Spending Packages

- OPERATING - 2016

○ Bylaw Enforcement Officer	\$ 88,600
○ Tempest E-Commerce Configuration	\$ 6,000
○ PT Accountant	\$ 31,620
○ FD Parking Lot Lighting	\$ 10,000
○ FD Casual Position	\$ 14,500
○ FD Class 3 Drivers Licensing	\$ 9,800
○ FD Replacement of Pavers	\$ 10,000
○ FD Instructors Conference	\$ 10,000
○ FD Standby Pay	\$ 36,500
○ PW/Parks labourer (absorbed by existing budget)	\$ 0
○ Drought Management	\$ 30,000
○ Demolition – 183 McVickers Street	\$ 40,000
○ PCTC Fountain Conversion	\$ 15,000
○ LED Street Light Replacement	\$ 22,000
○ Stream & Foreshore Maintenance	<u>\$ 40,000</u>
Total Operating	<u>\$364,020</u>

New Spending Packages

Future years 2017 - 2020

2017

◦ IT Summer Student	\$ 23,910
◦ Emergency Program Coordinator - .6 FTE	\$ 59,400
◦ FD Assistant	\$ 84,000
◦ FD 75 th Anniversary Celebration	\$ 7,500
◦ Paid Call System Implementation	\$ 60,000
◦ Parks & Trails Master Plan	\$ 50,000

2018

◦ HR Advisor	\$ 90,000
◦ Engineering Technician	\$ 81,185

2020

◦ Demolition – Shelly Road Building	<u>\$ 30,000</u>
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Total Future Years \$ 485,995

New Spending Packages

- **CAPITAL - 2016**

- New Vehicle for Bylaw Officer \$ 36,000
- FD Training Tower \$200,000
- Community Park Sports field Cistern \$280,000
- Community Park Volleyball Bleachers \$ 25,000
- Hwy 19A/Weld Street Sidewalk Refurbishment \$ 95,000

TOTAL \$636,000

New Spending Packages

Capital Future years 2017 - 2024

2017

- Community Park Playground Resurfacing \$ 120,000
- Community Park Water Park Cistern \$ 115,000
- Bulk Fuel Storage/Backup Generator \$ 380,000

2018

- Community Park Mobility Challenged Access Ramp) \$ 250,000
- Community Park Arbutus Point Kiosk/Plaza \$ 250,000
- Pickle Ball Courts \$ 120,000
- Springwood Park Playing Field Cistern \$ 280,000

2019

- Community Park Plaza (Sandcastle Expansion) \$ 300,000
- District 69 Track & Field (City Portion) \$ 300,000

2020

- Community Park Clubhouse/Washrooms \$ 500,000

2024

- All Weather Playing field \$2,000,000

Total Capital Projects \$4,615,000

20 Year Capital Plan

Summary of Minor & Major Capital Expenditures 2016-2035

	Capital Expenditures						
	2016	2017	2018	2019	2020	2021-2035	Total
Expenditures							
Legislative	36,000	23,000	5,000	0	0	46,000	110,000
Finance/Common services	0	8,000	0	0	0	361,000	369,000
Information Technology	156,000	155,000	140,750	65,000	55,000	1,604,750	2,176,500
RCMP	0	0	0	0	0	0	0
Fire	548,600	739,600	959,600	20,000	65,000	3,438,500	5,771,300
Engineering	0						0
Community Development	0	7,000	0	10,000	0	71,000	88,000
Parks and Recreation	160,000	835,000	945,000	946,250	947,500	4,657,500	8,491,250
Public Works	2,120,250	2,573,750	5,547,650	3,302,800	4,032,942	51,706,718	69,284,110
	3,020,850	4,341,350	7,598,000	4,344,050	5,100,442	61,885,468	86,290,160
Funding Sources							
General Operations	2,460,850	3,751,635	5,690,518	3,465,543	4,303,442	49,495,411	69,167,399
General Capital	0	0	0	0	0	0	0
Land Sale Reserve	0	0	0	0	0	0	0
Open Spaces DCC Reserve	0	49,500	0	49,500	297,000	891,000	1,287,000
Roads DCC Reserve	0	0	1,187,511	0	0	7,894,983	9,082,494
Storm Sewer DCC Reserve	0	28,215	150,746	329,007	0	104,074	612,042
General Parkland Reserve	0	0	0	0	0	0	0
Parking Reserve	0	0	0	0	0	0	0
Grants	560,000	512,000	569,225	500,000	500,000	3,500,000	6,141,225
Donations	0	0	0	0	0	0	0
	3,020,850	4,341,350	7,598,000	4,344,050	5,100,442	61,885,468	86,290,160

2016 - 2020 DRAFT Provisional Financial Plan

General Revenue Fund

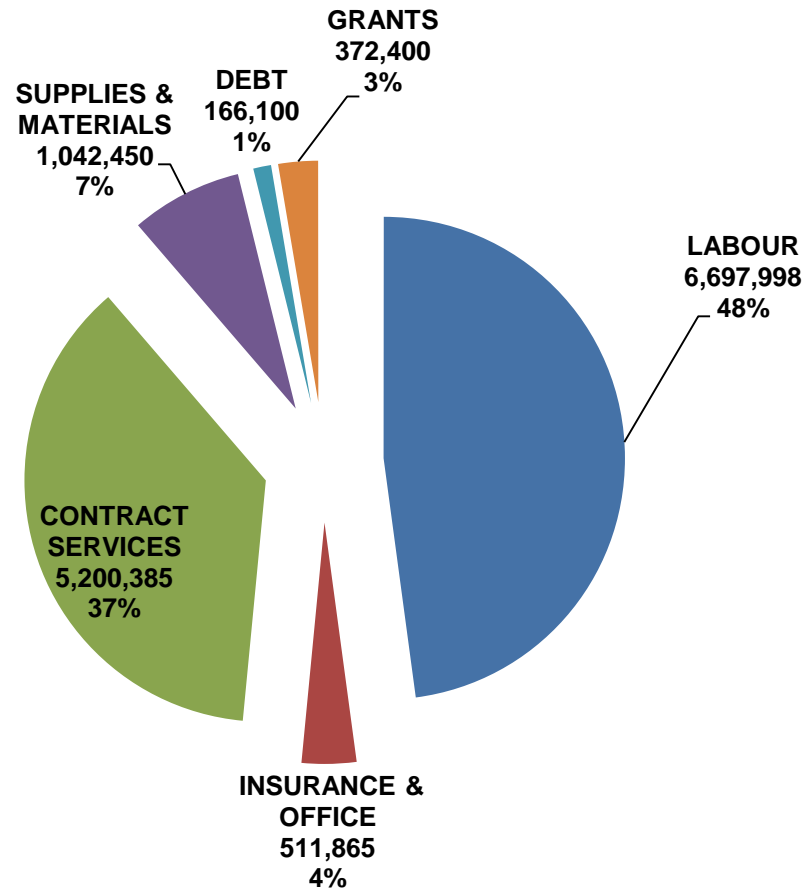
		<u>2016</u>	<u>2017</u>	<u>2,018</u>	<u>2,019</u>	<u>2020</u>
Funding Sources						
	Property Taxes	12,671,000	13,236,365	13,939,136	14,675,461	15,444,972
	Fees and Charges					
	Executive	486,700	497,049	520,689	522,172	535,203
	Finance	891,280	951,710	930,708	852,093	847,749
	Police	12,000	12,379	12,641	12,907	13,176
	Fire	339,750	339,750	339,750	339,750	339,750
	Community Planning	301,700	313,407	321,173	329,062	337,026
	Engineering	322,250	333,142	340,560	348,093	355,699
	Parks	146,500	149,200	152,643	156,166	159,784
	Facilities	76,400	28,658	86,100	17,095	17,317
	Public Works	141,000	141,400	142,814	144,242	145,684
	Solid Waste Collection	662,000	685,118	709,208	734,114	759,746
	Provincial Grants	486,600	486,600	486,600	486,600	486,600
	Capital Grants and Developer Contributions	500,000	510,000	520,200	530,600	541,200
	Transfers From Reserves					
	DCC Funds	0	79,269	1,392,322	401,671	321,473
	Total Funding Sources	17,037,180	17,764,047	19,894,544	19,550,026	20,305,379
Expenditures						
	Municipal Purposes					
	Executive	2,024,135	2,175,005	2,338,795	2,271,432	2,350,019
	Finance	1,011,392	1,036,945	1,066,854	1,097,569	1,129,161
	Police	2,548,038	2,738,266	2,863,948	2,962,288	3,063,944
	Fire	1,324,418	1,491,315	1,710,568	1,494,002	1,540,112
	Community Planning	933,154	961,903	982,984	1,226,304	1,041,816
	Engineering	915,458	868,717	985,644	1,020,837	1,057,107
	Parks	1,544,640	1,575,533	1,566,725	1,584,292	1,623,277
	Facilities	796,000	684,930	780,763	699,210	729,840
	Public Works	1,868,902	1,855,280	1,901,152	1,948,094	1,961,134
	Solid Waste Collection	583,700	621,299	643,264	665,975	689,350
	Library and Cultural Services	601,000	617,391	635,189	653,469	672,269
	Interest on Long Term Debt	70,100	67,952	65,829	63,652	61,419
	Amortization of Tangible Capital Assets	2,471,400	2,471,400	2,471,400	2,471,400	2,471,400
	Total Expenditures	16,692,337	17,165,936	18,013,115	18,158,524	18,390,848
	Net Income from Operations	344,843	598,111	1,881,429	1,391,502	1,914,531

2016 - 2020 DRAFT Provisional Financial Plan

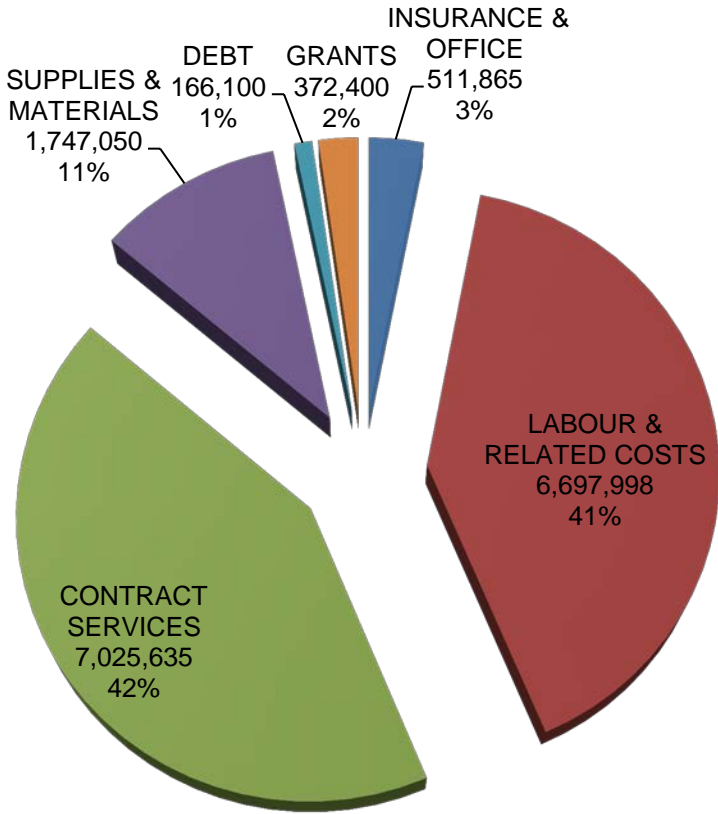
General Revenue Fund

		<u>2016</u>	<u>2017</u>	<u>2,018</u>	<u>2,019</u>	<u>2020</u>
Other non operating budget items						
	Capital Expenditures	(2,529,850)	(4,100,247)	(7,231,665)	(4,374,532)	(5,278,153)
	Long term debt principal payments	(94,973)	(95,995)	(97,044)	(98,118)	(99,221)
	Transfer to appropriated reserves	(23,100)	(23,100)	(23,100)	(23,100)	(23,100)
	Transfers from appropriated reserves					
	Capital Reserves	-	-	0	0	-
	Carryforward reserve	-	-	0	0	-
	Capital borrowing	-	-	0	0	-
	Actuarial Reduction of Debt	51,600	57,100	62,600	68,100	73,600
	Amortization of Tangible Capital Assets	2,471,400	2,471,400	2,471,400	2,471,400	2,471,400
	Annual cash surplus (deficit)	219,920	(1,092,731)	(2,936,380)	(564,748)	(940,943)
Transfers to/from Surplus Reserves						
	Transfer from Unrestricted Surplus	-	1,092,731	2,936,380	564,748	940,943
	Transfer to Unrestricted Surplus	(219,920)	-	0	0	-
	Financial Plan Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -

2016 Budgeted Operating Expenditures by Type

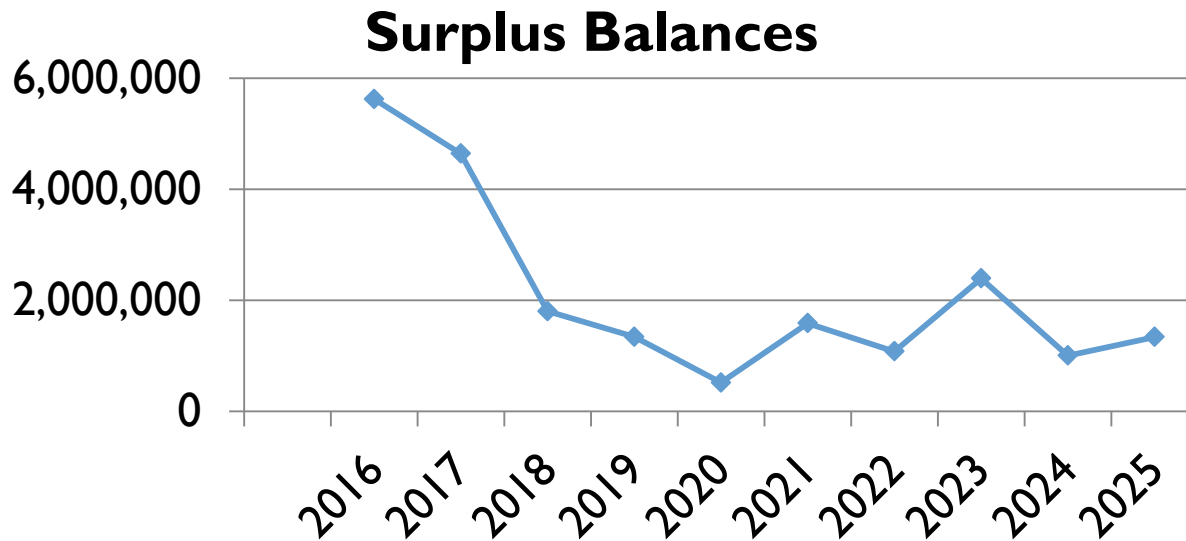


2016 Budgeted Operating & Capital Expenditures by Type



**PROJECTED GENERAL FUND UNRESTRICTED SURPLUS
AT END OF YEAR**

Year	2016	2017	2018	2019	2020
Balance	5,925,920	4,833,189	1,896,810	1,332,062	391,119
Year	2021	2022	2023	2024	2025
Balance	1,329,948	681,352	1,836,548	278,927	427,261





WATER FUND



- **2016 – 2020 Building Blocks**

- Assumes Plan B of ERWS Treatment/Intake Project (16 ml per day capacity)
- Grants included
 - 2016 and 2017 - \$2,200,000 each year
- Long-term borrowing
 - \$2.9 million - 2016
 - \$2.7 million – 2017

2016 Budget Adjustments

- Operating
 - Revised rate increases
 - 2.5% - 2016 - 2017
 - 2.0% - 2018 - 2020

2016 Spending Packages

- **OPERATING**

- Public Works Shop Water line servicing \$ 95,000

20 Year Capital Plan

Summary of Minor & Major Capital Expenditures 2016-2035

	Capital Expenditures						
	2016	2017	2018	2019	2020	2021-2035	Total
Expenditures							
Water Utility Fund	10,070,900	10,128,590	1,843,060	1,381,050	2,125,700	28,954,325	54,503,625
	10,070,900	10,128,590	1,843,060	1,381,050	2,125,700	28,954,325	54,503,625
Funding Sources							
Water Operations	3,496,138	3,790,517	1,560,078	1,381,050	1,779,200	13,864,225	25,871,208
Water Capital	0	0	0	0	0	0	0
Water DCC Reserve	1,454,762	1,418,073	282,982	0	346,500	7,415,100	10,917,417
Sewer DCC Reserve	0	0	0	0	0	0	0
Long Term Debt	2,900,000	2,700,000	0	0	0	4,425,000	10,025,000
Grants	2,220,000	2,220,000				3,250,000	7,690,000
	10,070,900	10,128,590	1,843,060	1,381,050	2,125,700	28,954,325	54,503,625

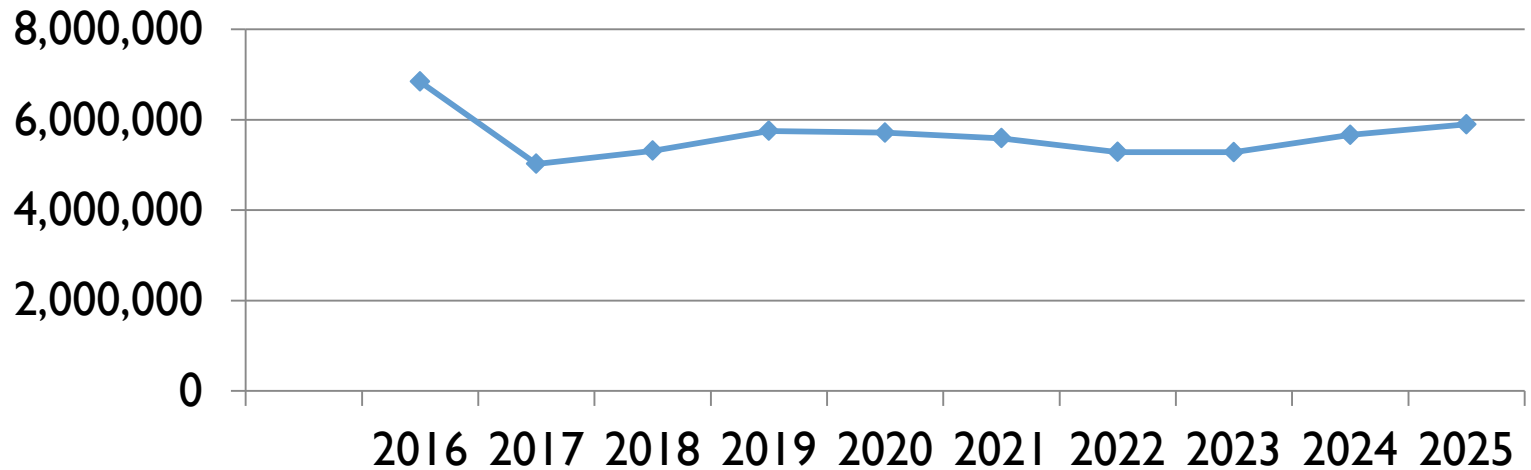
CITY OF PARKSVILLE
2016 - 2020 DRAFT Provisional Financial Plan
Water Utility Fund

	2016	2017	2018	2019	2020
Funding Sources					
Waterer Parcel Taxes	56,100	57,503	58,653	59,825	61,020
Fees and Charges					
User Fees	3,475,400	3,661,149	3,736,567	3,865,951	3,998,341
Other	7,500	7,906	8,182	8,466	8,756
Interest on Reserves	85,000	148,353	129,228	138,326	143,344
Capital grants and developer contributions	2,220,000	2,264,400	0	0	0
Acturial Reduction of Debt	132,000	144,000	156,000	11,300	12,300
Transfers From Other Funds & Reserves					
DCC Funds	1,533,241	1,677,668	667,867	301,552	676,604
General Revenue Fund	53,900	55,701	57,485	59,322	61,209
Sewer Utility Fund	12,200	12,322	12,445	12,570	12,695
Total Funding Sources	7,575,341	8,029,002	4,826,427	4,457,312	4,974,269
Expenditures					
Municipal Purposes					
Administration	752,750	767,805	787,001	806,647	826,821
Service of Supply	512,900	523,158	536,237	549,624	563,369
Purification and Treatment	95,051	106,234	360,024	311,617	421,029
Trans & Distribution	410,400	428,948	439,671	456,005	467,410
Pumping	0	0	0	0	0
Customer Bill & Collect	28,500	29,567	30,576	31,615	32,685
Minor capital	300,000	91,800	94,095	96,444	98,856
Interest on Long Term Debt	156,250	234,550	279,550	160,045	160,045
Amortization of tangible capital assets	606,000	606,000	828,600	848,600	848,600
Total Expenditures	2,861,851	2,788,062	3,355,754	3,260,597	3,418,815
Surplus -Deficit	4,713,490	5,240,940	1,470,673	1,196,715	1,555,454
Other non operating budget items					
Capital expenditures	(10,070,900)	(10,331,162)	(1,917,520)	(1,465,570)	(2,300,858)
Principal payments on Long Term Debt	(104,639)	(179,094)	(248,413)	(152,544)	(152,544)
Transfers from appropriated reserves					
Capital reserve funds	0	0	0	0	0
Carryforward reserve	0	0	0	0	0
Capital borrowing	2,900,000	2,700,000	0	0	0
Acturial Reduction of Debt	132,000	144,000	156,000	11,300	12,300
Amortization of tangible capital assets	606,000	606,000	828,600	848,600	848,600
Annual cash surplus (deficit)	(1,824,049)	(1,819,316)	289,340	438,501	(37,048)
Transfers from (to) unappropriated reserves					
From Unrestricted Surplus	1,824,049	1,819,316	0	0	37,048
To Unrestricted Surplus	0	0	(289,340)	(438,501)	0
Financial Plan Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -

PROJECTED WATER UTILITY FUND UNRESTRICTED SURPLUS AT END OF YEAR

Year	2016	2017	2018	2019	2020
Balance	6,843,770	5,024,454	5,313,794	5,752,295	5,715,247
Year	2021	2022	2023	2024	2025
Balance	5,592,035	5,286,721	5,280,784	5,664,306	5,896,903

Surplus Balances





SEWER FUND

- **2016 – 2020 Building Blocks**
 - Rate increase 5%

Spending Packages

- Operating

◦ Martindale Lift station Upgrade	\$ 35,000
◦ Craig Bay Lift Station Upgrade	\$ 35,000
◦ Public works shop sewer servicing	<u>\$ 80,000</u>
Total	\$150,000

20 Year Capital Plan

Summary of Minor & Major Capital Expenditures 2016-2035

	Capital Expenditures						
	2016	2017	2018	2019	2020	2021-2035	Total
Expenditure							
Sewer Utility Fund	286,250	373,400	1,171,600	156,650	655,013	3,224,900	5,867,813
	286,250	373,400	1,171,600	156,650	655,013	3,224,900	5,867,813
Funding Sources							
Sewer Operations	286,250	373,400	1,110,210	156,650	355,013	3,224,900	5,806,423
Sewer Capital	0	0	0	0	300,000	0	0
Sewer DCC Reserve	0	0	61,390	0	0	0	61,390
	286,250	373,400	1,171,600	156,650	655,013	3,224,900	5,867,813

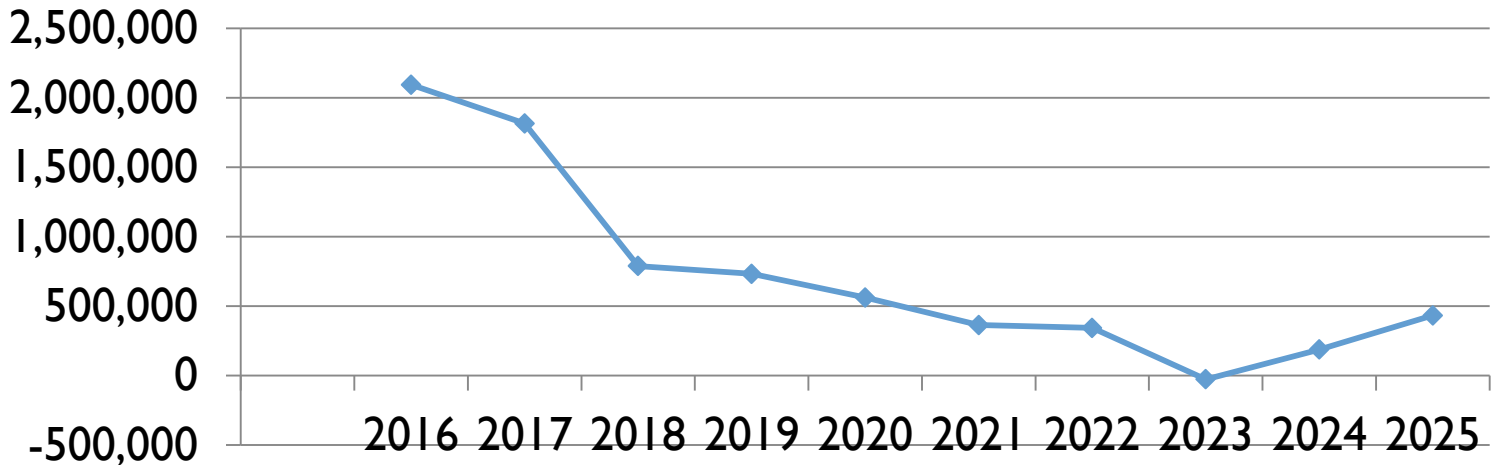
CITY OF PARKSVILLE
2016 - 2020 DRAFT Provisional Financial Plan

Sewer Utility Fund						
	2016	2017	2018	2019	2020	
Funding Sources						
Sewer Parcel Taxes	30,500	32,025	33,626	35,307	37,073	
Fees and Charges						
User Fees	1,091,000	1,178,243	1,255,267	1,337,019	1,423,652	
Other	5,500	5,555	5,611	5,667	5,723	
Interest on Reserves	53,000	58,648	39,074	22,824	19,407	
Capital grants and developer contributions	0	0	0	0	0	
Transfers From Other Funds & Reserves						
DCC Funds	0	0	61,390	0	0	
Total Funding Sources	1,180,000	1,274,471	1,394,968	1,400,817	1,485,855	
Expenditures						
Municipal Purposes						
Administration	727,650	743,095	762,155	781,676	801,726	
Collection System	167,100	173,933	180,176	186,615	193,228	
Lift Station Maintenance	172,900	177,615	182,736	187,995	193,403	
Customer Bill & Collect	11,000	11,380	11,751	12,133	12,526	
Minor capital	265,000	66,300	67,958	123,234	71,396	
Interest on Long Term Debt	0	0	0	0	0	
Amortization of tangible capital assets	284,000	284,000	284,000	284,000	284,000	
Total Expenditures	1,627,650	1,456,323	1,488,776	1,575,653	1,556,279	
Surplus -Deficit	\$ (447,650)	\$ (181,852)	\$ (93,808)	\$ (174,836)	\$ (70,424)	
Other non operating budget items						
Capital expenditures	(286,250)	(380,868)	(1,218,933)	-166,237	(708,986)	
Principal payments on Long Term Debt	0	0	0	0	0	
Transfers from appropriated reserves						
Capital reserve funds	0	0	0	0	324,720	
Carryforward reserve	0	0	0	0	0	
Amortization of tangible capital assets	284,000	284,000	284,000	284,000	284,000	
Annual cash surplus (deficit)	(449,900)	(278,720)	(1,028,741)	(57,073)	(495,410)	
Transfers from (to) unappropriated reserves						
From Unrestricted Surplus	449,900	278,720	1,028,741	57,073	495,410	
To Unrestricted Surplus	0	0	0	0	0	
Financial Plan Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	

PROJECTED SEWER UTILITY FUND UNRESTRICTED SURPLUS AT END OF YEAR

Year	2016	2017	2018	2019	2020
Balance	2,094,302	1,815,582	789,321	732,248	561,558
Year	2021	2022	2023	2024	2025
Balance	364,422	342,729	(26,278)	188,013	433,086

Surplus Balances





QUESTIONS/ INPUT FROM COUNCIL

QUESTIONS/INPUT FROM THE PUBLIC