



City of
Parksville

**2018-2022 Draft
Provisional
Financial Plan**

October 30, 2017

Presentation Overview

- Fund Overview
 - Building Blocks
 - Budget Adjustments
 - Spending Packages
 - 20 Year Capital Plan Summary
 - 2018 Provisional Financial Plan
 - Accumulated Surplus

GENERAL FUND

- 2018 – 2022 Budget Building Blocks
 - Proposed Tax Increases
4.0% for 2018 – 2022
 - Inflation Rate 2.0% - 2018
2.5% - 2019 -2022
 - Review of Capital Program

2018 Budget Adjustments

- Operating
 - Expenditures
 - Legal Fees combined under Common Services
 - Admin – Archive File Storage \$ 3,000
 - Joint Health & Safety Program (new program) \$ 15,500
 - Utility Services Model (combined with new storm charges)\$ 5,000
 - Operations Safety (cell phones- working alone) \$ 12,000
 - Additional RCMP Officer (effective April 1) \$ 93,000

2018 Budget Adjustments

- **Capital**

Expenditures

- Aurora Street: Meridian Way S. \$ (92,500)
- SS Stanford Ave: Blower to Shelly \$ 225,000
(moved to 2021 from 2031)

Spending Packages

- OPERATING – 2018

- Staffing

- Communications Assistant .1 FTE \$ 11,000
 - Ermineskin Park 1.5 FTE \$ 133,200
 - Roads and Drainage 1 FTE \$ 90,000

- 2018 Only

- Jensen Avenue West - Citizen Engagement \$ 50,000
 - Totem Pole Project \$ 35,000
 - Bylaw Office Renovations \$ 13,000
 - Respiratory Protection Upgrade/SCBA Change-out \$ 75,000
 - Engineering Service Module \$ 10,000
 - PCTC Forum Audio System \$ 15,000
 - Electronic Payments \$ 8,000
 - Re-key Parks Buildings \$ 5,000
 - Furniture and Supplies for New Fleet Shop \$ 10,000
 - Ermineskin Park Maintenance \$ 50,000

- 2018 Ongoing

- Safe Routes to School/Traffic Calming \$ 25,000
 - Software and Licences \$ 6,000

Spending Packages

- CAPITAL - 2018

◦ Servers (3 year replacement cycle)	\$ 16,500
◦ Brine Dust Control Equipment	\$ 20,000
◦ Fleet Service Truck	\$ 35,000
◦ Foster Park Picnic Shelter and Power Kiosk	\$ 80,000
◦ Community Park Clubhouse/Washrooms (Design work-funds from 2021)	\$ 80,000
◦ Springwood Park – Lot Paving (transfer of funds)	\$150,000
◦ Community Park Playground Lighting	\$ 15,000
◦ Craig Creek Culvert	\$ 50,000

2018 – 2025

◦ Community Park Playground Surfacing (\$95,000 annually)	\$760,000
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Spending Packages

Future years 2019 – 2024

2019 Staffing

- Shelly Park Maintenance (\$ 10,000 annually) \$ 10,000
- Fire Department Admin Assistant Increase to 1 FTE \$ 20,000
- Fire Rescue Service Technician (moved forward from 2020) \$ 83,900

2018 - 2019

- Langara Road Silt Control (\$ 20,000 annually) \$ 40,000

2019

- GPVersion Software Upgrade \$ 10,000

2020

- Fire Hall Facility Capacity and Location Study \$ 100,000

2021 Staffing and 2024 Staffing (moved forward one year)

- Fire Rescue Service Technician \$ 83,900

2023 & 2024

- Fire Hall Addition/Expansion \$ 1,400,000

Other items to be considered

- Curb Painting (estimate) \$ 10,000
- Security System Upgrade at PCTC \$ 50,000
- Benches and Bus Shelters (estimate)
 - Benches and Shelters \$ 50,000
 - Garbage Containers for Bus Shelters \$ 2,000
 - Annual Maintenance \$ 8,000
- PCTC Daytime Security \$ 40,000
- Canada Day Grant Increase \$ 7,500

Requested by Parksville Chamber of Commerce

- Parksville Memorabilia \$ 6,000
- Lacrosse Box resurface for Pickle ball (Res 17-271)

20 Year Capital Plan

City of Parksville							
Summary of Minor & Major Capital Expenditures 2018-2037							
Capital Expenditures							
	2018	2019	2020	2021	2022	2022-2036	Total
Expenditures							
Legislative	21,000	0	0	0	0	46,000	67,000
Information Technology	145,500	313,200	54,000	85,000	123,700	2,013,500	2,734,900
RCMP	0	0	0	0	0	0	0
Fire	1,183,000	20,000	150,000	72,000	42,000	4,854,500	6,321,500
Engineering	0	0	0	0	0	0	0
Parks and Recreation	1,639,500	420,750	572,000	823,250	624,500	6,226,250	10,306,250
Facilities	54,900	34,600	75,700	80,200	208,300	614,500	1,068,200
Public Works	2,285,800	1,840,420	2,963,450	4,203,000	5,105,050	50,222,950	66,620,670
	5,329,700	2,628,970	3,815,150	5,263,450	6,103,550	63,977,700	87,118,520
Funding Sources							
General Operations	4,287,060	2,246,470	2,890,660	4,573,700	4,085,878	51,199,404	69,283,172
General Capital	0	81,500	0	115,000	0	156,000	352,500
Land Sale Reserve	0	0	0	0	0	0	0
Gas Tax Reserve	250,000	250,000	300,000	550,000	100,000	0	1,450,000
Open Spaces DCC Reserve	767,250	24,750	321,750	24,750	24,750	1,262,250	2,425,500
Roads DCC Reserve	0	0	0	0	1,874,813	9,123,326	10,998,139
Storm Sewer DCC Reserve	25,390	26,250	302,740	0	18,110	236,720	609,210
General Parkland Reserve	0	0	0	0	0	0	0
Parking Reserve	0	0	0	0	0	0	0
Grants	0	0	0	0	0	0	0
Donations	0	0	0	0	0	1,000,000	1,000,000
Long Term Debt	0	0	0	0	0	1,000,000	1,000,000
	5,329,700	2,628,970	3,815,150	5,263,450	6,103,550	63,977,700	87,118,520

CITY OF PARKSVILLE
2018 - 2022 Provisional Financial Plan
General Revenue Fund
Draft Budget Bylaw

		<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Revenues						
	Property Taxes	\$ 14,089,400	\$ 14,804,023	\$ 15,550,554	\$ 16,328,393	\$ 17,087,714
	Fees and Charges					
	General Government	538,100	520,231	547,483	580,983	536,826
	Protective Services	558,200	543,650	543,950	559,252	559,553
	Community Planning	403,900	419,852	430,035	440,281	450,492
	Parks and Sportsfields	146,500	101,143	103,596	106,064	108,524
	Engineering & Operations	124,100	177,095	180,900	184,802	188,787
	Solid Waste Collection	694,300	718,409	743,230	768,651	794,597
	Operating Grants	519,600	514,141	515,987	517,845	519,695
	Capital Grants and Developer contributions	557,000	557,000	557,000	557,000	557,000
	Actuarial Reduction of Debt	57,100	63,000	69,200	75,600	29,900
	Transfer from DCC Funds	792,640	52,020	649,720	26,265	2,075,688
	Total Funding Sources	18,480,840	18,470,564	19,891,655	20,145,136	22,908,776
Expenses						
	Municipal Purposes					
	General Government	3,088,400	3,007,418	3,012,817	3,106,132	3,261,930
	Protective Services	4,397,700	4,297,637	4,561,451	4,730,216	4,846,299
	Community Planning	1,051,800	1,276,008	1,102,504	1,134,891	1,278,368
	Parks and Sportsfields	1,817,300	1,739,734	1,782,429	1,887,792	1,922,406
	Engineering & Operations	3,414,700	3,388,064	3,522,555	3,594,925	3,985,221
	Solid Waste Collection	641,300	646,732	669,299	692,413	716,007
	Library	668,000	689,350	709,398	729,835	750,424
	Interest on Long Term Debt	52,200	50,002	47,769	45,480	24,757
	Amortization of tangible capital assets	2,404,500	2,404,500	2,404,500	2,404,500	2,404,500
	Total Expenditures	17,535,900	17,499,445	17,812,722	18,326,184	19,189,912
	Net Income (loss) from Operations	944,940	971,119	2,078,933	1,818,952	3,718,864

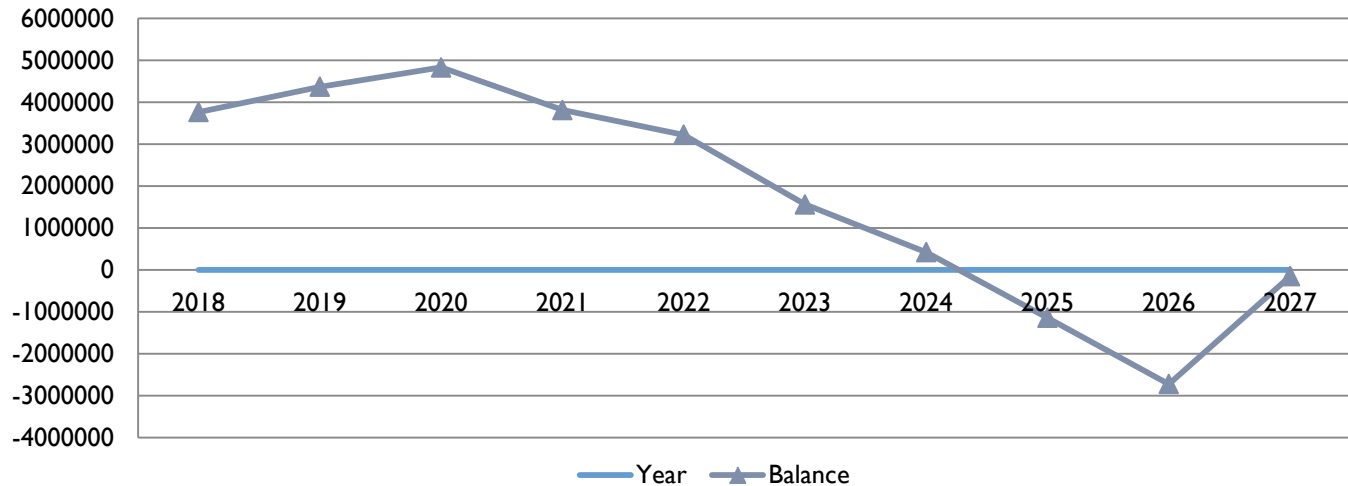
CITY OF PARKSVILLE
2018 - 2022 Provisional Financial Plan
General Revenue Fund
Draft Budget Bylaw

		<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Other non operating budget items						
Capital Expenditures		\$ (4,555,800)	\$ (2,392,073)	\$ (3,606,494)	\$ (5,189,534)	\$ (6,141,592)
Principal payments on Long Term Debt		(97,100)	(98,118)	(99,221)	(100,351)	(69,756)
Transfers to appropriated reserves		(580,100)	(580,100)	(580,100)	(580,100)	(580,100)
Transfers from appropriated reserves						
Capital Reserves		-	83,130	-	122,038	-
Carryforward reserve		-	-	-	-	-
Land Sale Reserve		-	-	-	-	-
Gas Tax Reserve		272,000	277,000	334,120	583,660	108,240
Transfers from Other Funds		-	-	-	-	-
Capital Borrowing		-	-	-	-	-
Actuarial Reduction of Debt		(57,100)	(63,000)	(69,200)	(75,600)	(29,900)
Amortization of Tangible Capital Assets		2,404,500	2,404,500	2,404,500	2,404,500	2,404,500
Annual cash surplus (deficit)		(1,668,660)	602,458	462,538	(1,016,435)	(589,744)
Transfers from (to) unappropriated reserves						
From Accumulated Surplus		1,668,660	-	-	1,016,435	589,744
To Accumulated Surplus		-	(602,458)	(462,538)	-	-
Financial Plan Surplus (Deficit)		\$ -	\$ -	\$ -	\$ -	\$ -

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

2018	2019	2020	2021	2022
3,767,314	4,369,772	4,832,310	3,815,875	3,226,131
2023	2024	2025	2026	2027
1,564,455	424,426	(1,140,782)	(2,721,515)	(147,857)

Surplus Balances





QUESTIONS/COMMENTS

**INPUT FROM COUNCIL
INPUT FROM THE PUBLIC**



WATER FUND

- 2018 – 2022 Building Blocks
- Operating
 - Rate increases
 - 2.0% - 2018 - 2022

2018 Budget Adjustments

- Operating
 - Hydrant Maintenance Increase \$ 12,100
 - Water Meter Reading Increase \$ 6,000
 - Flushing Program Update \$ 5,000

2018 Budget Adjustments

- Capital

- Reservoir #3 Reconditioning 2018 (\$ 62,250)
2019 (\$250,000)

Spending Packages

- OPERATING

- Demobilization of Reservoir #3 \$ 15,000

Total \$ 15,000

20 Year Capital Plan

City of Parksville							
Summary of Minor & Major Capital Expenditures 2018-2037							
	Capital Expenditures						
	2018	2019	2020	2021	2022	2022-2036	Total
Expenditures							
Water Utility Fund	9,608,660	1,358,600	1,602,900	1,672,440	1,382,460	21,514,850	37,139,910
	9,608,660	1,358,600	1,602,900	1,672,440	1,382,460	21,514,850	37,139,910
Funding Sources							
Water Operations	3,005,630	1,155,260	945,050	1,672,440	1,330,490	13,751,760	21,860,630
Water Capital	0	0	0	0	0	0	0
Gas Tax Reserve	650,000	0	0	0	0	0	650,000
Water DCC Reserve	1,222,240	203,340	657,850	0	51,970	7,763,090	9,898,490
Long Term Debt	1,600,000	0	0	0	0	0	1,600,000
Grants	3,130,790	0	0	0	0	0	3,130,790
	9,608,660	1,358,600	1,602,900	1,672,440	1,382,460	21,514,850	37,139,910

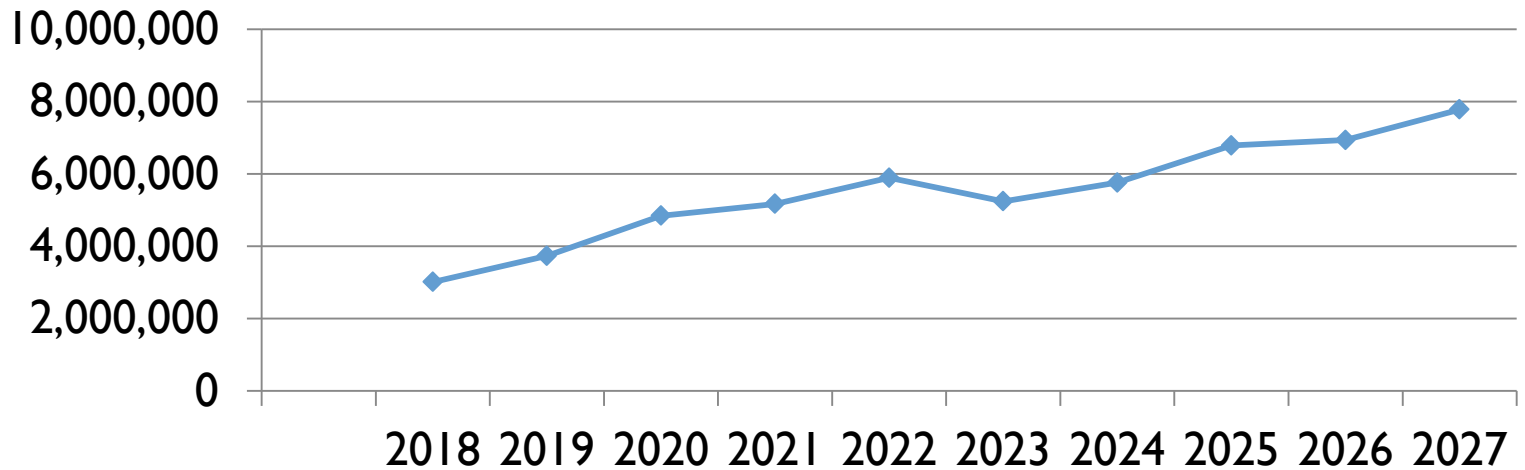
CITY OF PARKSVILLE
2018 - 2022 Provisional Financial Plan
Water Utility Fund
Draft Budget Bylaw

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Revenues					
Water Parcel Taxes	\$ 59,200	\$ 60,384	\$ 61,592	\$ 62,823	\$ 64,078
Fees and Charges					
User Fees	3,771,100	3,906,495	4,040,895	4,178,133	4,317,266
Other	7,900	8,294	8,579	8,871	9,166
Interest on Reserves	117,700	85,482	109,497	127,526	140,736
Grants and Developer contributions	3,130,790	-	-	-	-
Actuarial Reduction of Debt	156,700	168,700	24,000	25,000	26,100
Transfers From Other Funds & Reserves					
DCC Fund	1,300,940	377,771	782,890	98,463	154,715
General Revenue Fund	67,500	70,129	72,363	74,658	77,007
Sewer Utility Fund	13,700	13,837	13,975	14,115	14,256
Total Funding Sources	8,625,530	4,691,092	5,113,791	4,589,589	4,803,324
Expenses					
Municipal Purposes					
Administration	820,100	839,578	860,547	882,089	959,312
Service of Supply	642,200	902,928	854,500	964,752	988,850
Trans & Distribution	451,200	456,950	473,931	486,113	498,572
Minor capital	40,000	15,375	-	53,845	-
Interest on Long Term Debt	172,580	53,075	53,075	50,538	48,000
Amortization of Tangible Capital Assets	625,500	848,100	868,100	868,100	868,100
Total Expenses	2,751,580	3,116,006	3,110,153	3,305,437	3,362,834
Net Income (loss) from Water Operations	5,873,950	1,575,086	2,003,638	1,284,153	1,440,490
Other non operating budget items					
Capital expenditures	\$ (9,568,660)	\$ (1,370,472)	\$ (1,667,657)	\$ (1,721,733)	\$ (1,496,375)
Principal payments on Long Term Debt	(148,524)	(52,655)	(52,655)	(52,655)	(43,885)
Transfers to Other Funds	-	-	-	-	-
Transfers from appropriated reserves					
Capital reserve funds	-	-	-	-	-
Carryforward reserve	18,500	-	-	-	-
Gas Tax Reserve	650,000	-	-	-	-
Capital borrowing	1,600,000	-	-	-	-
Actuarial Reduction of Debt	(156,700)	(168,700)	(24,000)	(25,000)	(26,100)
Amortization of tangible capital assets	625,500	848,100	868,100	868,100	868,100
Annual cash surplus (deficit)	(1,105,934)	831,359	1,127,426	352,865	742,230
Transfers from (to) unappropriated reserves					
From Accumulated Surplus	1,105,934	-	-	-	-
To Accumulated Surplus	-	(831,359)	(1,127,426)	(352,865)	(742,230)
Financial Plan Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -

PROJECTED WATER UTILITY FUND UNRESTRICTED SURPLUS AT END OF YEAR

2018	2019	2020	2021	2022
3,012,927	3,825,601	4,934,155	5,267,958	5,990,937
2023	2024	2025	2026	2027
5,340,602	5,860,333	6,891,695	7,044,671	7,892,137

Surplus Balances





QUESTIONS/COMMENTS

INPUT FROM COUNCIL
INPUT FROM THE PUBLIC



SEWER FUND

- **2018 – 2022 Building Blocks**
 - Rate Increase 3%

Spending Packages

2021

- Stanford Ave: McCarter to Corfield \$ 100,000

20 Year Capital Plan

Summary of Minor & Major Capital Expenditures 2018-2037

	Capital Expenditures						
	2018	2019	2020	2021	2022	2023-2037	Total
Expenditures							
Sewer Utility Fund	415,000	210,000	164,150	762,510	673,000	3,830,025	6,054,685
	415,000	210,000	164,150	762,510	673,000	3,830,025	6,054,685
Funding Sources							
Sewer Operations	415,000	210,000	164,150	462,510	611,610	3,830,025	5,693,295
Sewer Capital	0	0	0	300,000	0	0	300,000
Sewer DCC Reserve	0	0	0	0	61,390	0	61,390
	415,000	210,000	164,150	762,510	673,000	3,830,025	6,054,685

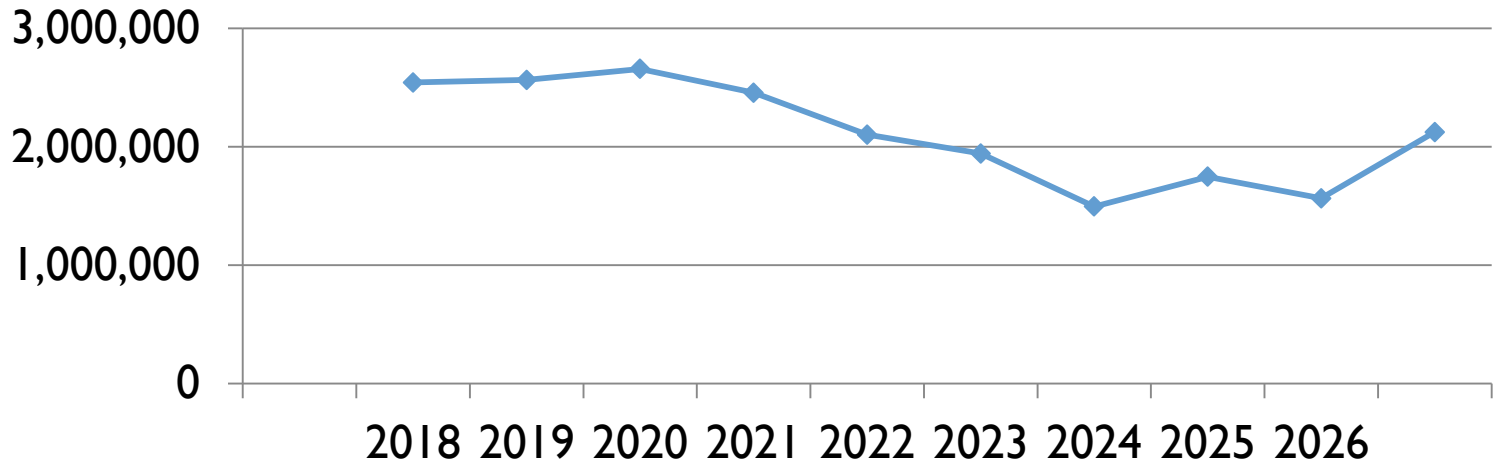
CITY OF PARKSVILLE
2018 - 2022 Provisional Financial Plan
Sewer Utility Fund
Draft Budget Bylaw

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Funding Sources					
Sewer Parcel Taxes	\$ 29,300	\$ 30,179	\$ 31,084	\$ 32,016	\$ 32,977
Fees and Charges					
User Fees	1,161,000	1,230,606	1,285,338	1,341,920	1,400,190
Other	2,000	2,020	2,040	2,061	2,081
Interest on Reserves	76,300	76,624	78,365	76,733	68,389
Grants and Developer contributions	-	-	-	-	-
Transfers From Other Funds & Reserves					
DCC Fund	-	-	-	-	66,448
Total Funding Sources	1,268,600	1,339,429	1,396,827	1,452,730	1,570,085
Expenditures					
Municipal Purposes					
Administration	793,200	814,034	834,876	856,291	878,192
Collection System & Pumping Stations	281,000	288,409	297,908	307,668	317,655
Minor Capital	50,000	-	-	-	-
Interest on Long Term Debt	-	-	-	-	-
Amortization of tangible capital assets	293,700	293,700	293,700	293,700	293,700
Total Expenditures	1,417,900	1,396,143	1,426,484	1,457,659	1,489,547
Net Income (loss) from Sewer Operations	(149,300)	(56,714)	(29,657)	(4,929)	80,538
Other non operating budget items					
Capital expenditures	\$ (365,000)	\$ (214,200)	\$ (170,782)	\$ (809,176)	\$ (728,455)
Transfers to Other Funds	-	-	-	-	-
Transfers from appropriated reserves					
Capital reserve funds	-	-	-	(318,360)	-
Carryforward reserve	-	-	-	-	-
Amortization of tangible capital assets	293,700	293,700	293,700	293,700	293,700
Annual cash surplus (deficit)	(220,600)	22,786	93,261	(838,765)	(354,217)
Transfers from (to) unappropriated reserves					
From Accumulated Surplus	220,600	-	-	202,045	354,217
To Accumulated Surplus	-	(22,786)	(93,261)	-	-
Financial Plan Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -

PROJECTED SEWER UTILITY FUND UNRESTRICTED SURPLUS AT END OF YEAR

2018	2019	2020	2021	2022
2,542,734	2,565,520	2,658,781	2,456,736	2,102,519
2023	2024	2025	2026	2027
1,942,554	1,495,120	1,746,608	1,563,672	2,124,108

Surplus Balances





QUESTIONS/COMMENTS

INPUT FROM COUNCIL
INPUT FROM THE PUBLIC