



2024-2028 AMENDED FINANCIAL PLAN

Committee of the Whole Meeting April 8, 2024

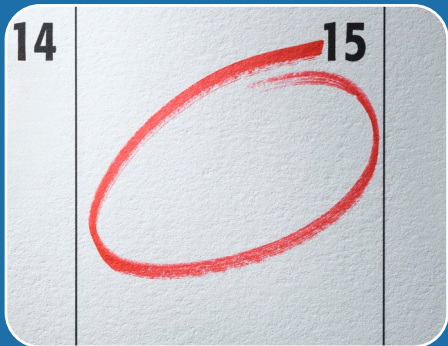
- BC Assessment Revised Roll
- Proposed Amendments
- Council Decision Items

FINANCIAL PLAN TIMELINE - **AMENDED**



5 Year Financial Plan details and public consultation

- April 8 COW: New information, carry forward balances, BC Assessment revised roll for PT, water/sewer rates analysis
- Apr 15: Resolutions from April 8 COW and direction from Council re PT/water/sewer rates



Bylaws (adoption required by May 15, 2024)

- Apr 29/May 6: Amended 2024-2028 Financial Plan Bylaw
- Apr 29/ May 6: 2024 Water/Sewer Rates Bylaws
- Apr 29/May 6: 2024 Tax Rates Bylaw

FINANCIAL PLAN AMENDMENTS

Types of budget amendments:

- Amounts per Council or Joint Venture Board Resolution
- New items (not known during Provisional Financial Plan process)
- New/updated information about items in Final Financial Plan

Process:

- Amended Financial Plan Bylaw requires public consultation and Council approval.



Average Residential Home (~\$750,000)

– Provisional/Final Financial Plan (Adopted March 4, 2024)

\$164 Property Tax 5.9% + 0.7% increase

\$15 Water User Fees with 5% increase

\$6 Sewer User Fees with 3% increase

\$156 TOTAL

	Prop Tax	Reserves (.5% Cap + .2% Prot Serv)
2024	5.9%	0.7%
2025	4.6%	0.7%
2026	3.5%	0.7%
2027	3.5%	0.7%
2028	3.0%	0.7%

	Water Fees	
2024	5.0%	\$20/conn'n/yr
2025	5.0%	\$20/conn'n/yr
2026	5.0%	\$20/conn'n/yr
2027	5.0%	\$20/conn'n/yr
2028	5.0%	\$20/conn'n/yr

	Sewer Fees	
2024	3.0%	0.0%
2025	3.0%	0.0%
2026	3.0%	0.0%
2027	3.0%	0.0%
2028	3.0%	0.0%

BC ASSESSMENT – REVISED ROLL

PROPERTY CLASS	# Folios	2024 NET TAXABLE VALUE TOTAL (Revised Roll-Mar 2024)	2023 NET TAXABLE VALUE TOTAL (revised roll)	TOTAL \$ CHANGE	TOTAL % CHANGE	% CHANGE - MKT	% CHANGE - NON-MKT	\$ CHANGE NON-MARKET	\$ CHANGE MARKET
1 - Residential	7058	\$5,110,789,163	\$5,126,218,597	\$ (15,429,434)	-0.30%	-1.94%	1.64%	\$ 84,185,400	\$ (99,614,834)
2 - Utilities	15	1,494,300	1,479,800	14,500	0.98%	0.98%	-	-	14,500
3 - Supportive Housing	1								
5 - Light Industry	22	16,083,200	14,969,500	1,113,700	7.44%	7.44%	-	-	1,113,700
6 - Business & Other	878	583,912,379	527,165,908	\$56,746,471	10.76%	8.63%	2.13%	11,235,000	45,511,471
7 - Managed Forest Land	-								
8 - Rec/Non Profit	61	26,565,500	30,272,100	-\$3,706,600	-12.24%	-0.93%	-11.32%	(3,425,700)	(280,900)
9 - Farm	2	86,623	86,623	-	0.00%	-	-	-	-
S.644LGA/398VC	5	12,042,600	11,805,700	\$236,900	2.01%	3.51%	-1.50%	(177,000)	413,900
Total	8042	\$ 5,750,973,765	\$ 5,711,998,228	\$ 38,975,537	0.68%	-0.93%	1.61%	\$ 91,817,700	\$ (52,842,163)
Completed Roll Totals - used for Final FP PT calc		\$5,770,322,965	\$5,711,998,228	\$58,324,737	1.02%	-0.75%	1.77%	101,055,800	(42,731,063)
Difference		\$ (19,349,200)	-	\$ (19,349,200)				\$ (9,238,100)	\$ (10,111,100)

PROPOSED AMENDMENTS

COUNCIL RESOLUTIONS

Reallocation of carryforward funding for pool feasibility studies

- \$100,000 to Shelley Road Centre Playground (\$25,000)
- \$24,500 to Parks and Trails contingency (2024)

Emergency Program – UBCM grant and EOC training/supplies for EMO (TQB and CoP)

- \$59,000 if awarded

NEW ITEMS

Local Government Climate Action Program Funding



- Additional 2 years (2025 and 2026) - \$245,000
- Transfer to Reserve pending master plans information and further direction from Council

Canada Community Building Fund – Community Works Program

- Continuation of similar funding levels to previous agreement
- \$676,000 in 2024
- Details re eligible projects, reporting still unknown
- Transfer to Reserve pending master plans information and further direction from Council



NEW/UPDATED INFORMATION

Reduce Property Tax Revenue

- Decrease in BC Assessment Revised Roll ~\$20M
- Decrease revenue \$55,000 in 2024

Adjustments to Minor Capital and Capital Funding

- Minor cost adjustments following receipt of final 2023 invoices and completion of year end audit, especially re carryforward amounts

Increase Interest on Investments

- Adjust estimates per 2023 actual amounts

NEW/UPDATED INFORMATION

PCTC Roof Replacement

- \$83,000 (city portion) increase per preliminary estimate
- Fund from PCTC Reserve

Interfund Allocations

- General Fund costs allocated to Water and Sewer Funds
(e.g. administration, finance, engineering)
- Adjust estimates per 2023 actuals and 2024 FP

NEW/UPDATED INFORMATION

TCA Amortization and Asset Retirement Obligations

- Amounts are non-cash items included in expenditures but added back to calculate cash surplus or deficit - net zero impact on financial plan.
- Based on recent financial statement audit re tangible capital assets

2024	General	Water	Sewer
TCA Amortization per Provisional FP	3,164,400	1,638,000	326,400
Proposed Amendment	881,928	(24,900)	(110,900)
TCA Amortization per Amended FP	\$ 4,046,328	\$ 1,613,100	\$ 215,500
Asset Retirement Obligation Amortization and Accretion per Provisional FP	-	-	-
Proposed Amendment	14,400	8,100	-
Amount per Amended FP	\$ 14,400	\$ 8,100	\$ -

NEW/UPDATED INFORMATION

Fire Hall Renovation

- preliminary estimates significantly higher than financial plan estimate
- staff are evaluating estimates and funding alternatives, including grants and amended scope
- future report to Council for further direction

GENERAL FUND AMENDMENTS

Increase (decrease) in cash surplus

	2024	2025	2026	2027	2028	Reference / Explanation
Per Council Resolution						
Funding Sources						
Emergency Program - UBCM grant	59,000	-	-	-	-	Reso: 24-062 Grant, if awarded, will be used for EOC training and equipment in partnership with Town of Qualicum Beach
Expenditures						
Emergency Program -Minor Capital	(59,000)	-	-	-	-	Reso: 24-062 UBCM Grant, if awarded, will be used for EOC training and equipment in partnership with Town of Qualicum Beach
Parks - Minor Capital - Pool feasibility	(124,500)	-	-	-	-	Reso: 24-078 Reallocate carryforward funding to Shelley Road Centre playground (\$100,000) and Parks Contingency (\$24500)
to Parks Contingency/ Playground	24,500	100,000	-	-	-	
Other						
Parks - Capital	100,000	(100,000)	-	-	-	Reso: 24-078 Reduce transfer from Growing Communities Fund for Shelley Road Centre Playground (now funded by carryforward from Pool feasibility funding)

GENERAL FUND AMENDMENTS

	2024	2025	2026	2027	2028	Reference / Explanation
Updated Information						
Funding Sources						
Finance - Property tax revenue	(55,400)	(58,900)	(62,000)	(65,200)	(68,300)	Reduction in estimated property tax revenue resulting from decrease in Revised BC Assessment Roll
Finance - Interest on investments	100,000	50,000	-	-	-	Adjust estimate based on 2023 actual earnings
Parks- Capital - DCC funding	(50,000)	-	(300,000)	-	-	Adjust DCC funding re Parks DCC projects
Expenditures						
Engineering - flow monitoring in Shelley Creek and Community Park	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	Increase in estimated cost and addition of contingency for equipment repair.
Engineering - Minor Capital	(6,100)	-	-	-	-	Adjust remaining costs for Transportation and Storm Drainage Master Plans
Facilities- Minor Cap - PCTC Roof replacement cost increase	(83,000)	-	-	-	-	Preliminary quotes indicate higher expected cost (funded by PCTC Reserve)
Operations - Minor Capital	-	-	50,000	-	-	Remove duplicate thermoplastic line painting already in Road Marking
Parks- Minor Capital	11,400	-	-	-	-	Reduce remaining re Wetlands/sensitive ecosystems projects
Parks - Capital	-	-	300,000	-	-	Adjust cost of Parks DCC projects
Interfund allocations	59,700	73,800	87,700	104,200	293,000	Adjust estimates of cost allocations from General Fund to Water and Sewer Funds

GENERAL FUND AMENDMENTS

	2024	2025	2026	2027	2028	Reference / Explanation
Other						
Facilities Minor Cap - Transfer from PCTC Reserve	83,000	-	-	-	-	Increase reserve contribution to offset increase in roof replacement cost estimate
Engineering Minor Capital - Transfer from CCBF (Gas Tax) Reserve	(89,800)	-	-	-	-	Adjust funding for Transportation and Storm Drainage Master Plans
Engineering Minor Capital - Transfer from Carryforward Reserve	95,900	-	-	-	-	Adjust funding for Transportation and Storm Drainage Master Plans
Parks Minor Capital - Transfer from Carryforward Reserve	(19,600)	-	-	-	-	Adjust carry forward funding re playground equipment following year end audit.
Parks Minor Capital - Transfer from Carryforward Reserve	(11,400)	-	-	-	-	Adjust carry forward funding re Wetlands/sensitive ecosystems projects following year end audit.
Capital - Operations	(34,800)	-	-	-	-	Adjust carry forward funding for Operations works adjacent contingency
Capital asset amortization estimates	-	-	-	-	-	Reflecting preliminary audit amounts - non cash item with net zero impact on FP
Asset retirement obligation estimates	-	-	-	-	-	Reflecting preliminary audit amounts - non cash item with net zero impact on FP

GENERAL FUND AMENDMENTS

	2024	2025	2026	2027	2028	Reference / Explanation
New Items / Projects Not Started						
Funding Sources						
Canada Community Building Fund (Gas Tax Funding)	676,400	686,500	696,800	707,300	717,900	<i>Continuation of Community Works funding with new 10 year agreement expected in 2024 Q3 (2024 amount confirmed; assumed increases thereafter)</i>
Local Government Climate Action Program funding	245,300	-	-	-	-	<i>Extend LGCAP funding for 2025 and 2026 (received in March 2024)</i>
Other						
Transfer CCBF grant to Reserve	(676,400)	(686,500)	(696,800)	(707,300)	(717,900)	<i>Transfer Community Works funding to Reserve until further direction received from Council re: project allocation</i>
Transfer LGCAP to Reserve	(245,300)	-	-	-	-	<i>Transfer LGCAP funding to Reserve until further direction received from Council re: project allocation</i>

GENERAL FUND AMENDMENTS

2024	2025	2026	2027	2028
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Total Amendments	\$ (10,100)	\$ 54,900	\$ 65,700	\$ 29,000	\$ 214,700
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Recommendation: Amend the 2024-2028 Final Financial Plan with the changes noted.

WATER FUND AMENDMENTS

Updated Information						
Funding Sources						
Interest on investments	60,000	30,000	-	-	-	<i>Adjust estimate based on 2023 actual earnings</i>
Expenditures						
Interfund allocations	(25,300)	(31,600)	(37,800)	(45,400)	(141,200)	<i>Adjust estimates of cost allocations from General Fund to Water and Sewer Funds</i>
Capital asset amortization estimates	-	-	-	-	-	<i>Reflecting preliminary audit amounts - non cash item with net zero impact on FP</i>
Asset retirement obligation estimates	-	-	-	-	-	<i>Reflecting preliminary audit amounts - non cash item with net zero impact on FP</i>
Other						
Minor capital - Transfer from Carryforward Reserve	(17,900)	-	-	-	-	<i>Refine estimate after audit</i>
Capital - Transfer from Carryforward Reserve	(200,000)	-	-	-	-	<i>Adjust funding after audit and interest allocations</i>
Capital - Trsfr from Canada Community Building Fund	200,000	-	-	-	-	<i>Adjust funding after audit and interest allocations</i>
Total Amendments	\$ 16,800	\$ (1,600)	\$ (37,800)	\$ (45,400)	\$ (141,200)	

Recommendation: Amend the 2024-2028 Final Financial Plan with the changes noted.

SEWER FUND AMENDMENTS

Updated Information							
Funding Sources							
	Interest on investments	50,000	30,000	-	-	-	<i>Adjust estimate based on 2023 actual earnings</i>
Expenditures							
	Interfund allocations	(34,400)	(42,200)	(49,900)	(58,800)	(151,800)	<i>Adjust estimates of cost allocations from General Fund to Water and Sewer Funds</i>
	Capital asset amortization estimates	-	-	-	-	-	<i>Reflecting preliminary audit amounts - non cash item with net zero impact on FP</i>
	Minor capital - cost estimate	(2,500)	-	-	-	-	<i>Refine estimate after audit</i>
Other							
	Minor capital - Trsfr from Carryforward	22,500	-	-	-	-	<i>Refine estimate after audit</i>
Total Amendments		\$ 35,600	\$ (12,200)	\$ (49,900)	\$ (58,800)	\$ (151,800)	

Recommendation: Amend the 2024-2028 Final Financial Plan with the changes noted.

NEW – RESERVES & SURPLUS POLICY FUNDING

- After receipt of audited financial statements
- Recommendations consistent with policy direction presented Nov/23
- For each fund – General, Water, Sanitary Sewer

e.g. **Operating Reserves:**

- Financial stabilization
- Insurance/Legal/Weather
- Human Resources

e.g. **Capital Reserves (consistent with LTFP):**

- Infrastructure/Asset Management (0.5% cont'n continuing in Prov FP)
- Information Technology Equipment Replacement

e.g. **Combined Operating/Capital:**

- Protective Services (0.2% contribution included in Prov FP)

Unappropriated Surplus:

- Determine optimal level for working capital and project funding (cash flows)
- Consider reallocating excess surplus to establish or increase other Reserves

Development Cost Charges:

- Update bylaw per Provincial direction (2024 and 2025 workplan)
- New categories: Fire Department, Policing



**2024 Q4 Financial
Plan amendment**

NEW – FOR COUNCIL DIRECTION

PDBA delegation to April 3, 2024 Regular Council meeting requested Council's consideration of the following increased service level:

1. That the City of Parksville agrees to fund the installation of **additional lights**, to be purchased by the PDBA, on the trees along Alberni Highway, **horizontal design**.
2. That the City of Parksville agrees to support the request of PDBA to replace the existing grid and canopy of lights in Memorial Plaza with a **programmable canopy light and music system**, capital cost funded by the PDBA.
3. That the City of Parksville agrees to support the request of PDBA to **seasonally install** a 25' Christmas tree in Memorial Plaza with associated **special event support**.

NEW – FOR COUNCIL DIRECTION

PDBA request cont'd:

Existing Council direction confirmed during financial planning process:

- ✓ 24-026: THAT \$100,000 per year be allocated in the 2024-2028 Final Financial Plan for the three years 2025-2027 inclusively for the financial plan proposal #8 (2), PDBA lighting project – capital cost.

Current service level ~ \$25k/ year

Seasonal and Christmas lights program includes:

- Lights on trees at town clock and bottom of Craig Street and on PCTC
- Lights on Alberni Highway trees
- Canopy lights in Memorial Plaza



NEW – FOR COUNCIL DIRECTION

PDBA request cont'd:

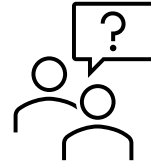
Service level implications – minimum increase in annual operating costs estimated at ~\$10,000

- Increased hydro cost – longer duration and additional lights
- Incremental contractor costs re installation/maintenance of lights and Christmas tree
- Cost of additional staff time to support installations and events (e.g. increased garbage, litter, and alteration (anchoring of tree)/ maintenance of spaces for events)
- Staff time taken from core operations work (or OT, casual or contractor hours needed)
- Costs re: repairs, maintenance, vandalism of tree and new lights (direct and staff)
- Adjustments to lights to ensure proper tree growth/health (still have to remove lights annually and re-install to new growth)

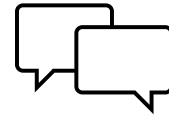
2024-2028 AMENDED FINANCIAL PLAN – NEXT STEPS

- ❑ Committee of the Whole meeting recommendations to Council’s Regular meeting on April 15th
- ❑ Incorporate Council direction from April 15 meeting
- ❑ Draft bylaws/amendments to bylaws for Council’s review at April 29 Special Council meeting:
 - Amendment to 2024-2028 Final Financial Plan Bylaw
 - Amendment to Sewer Utility Rates Bylaw
 - Amendment to Water Utility Rates Bylaw
 - 2024 Property Tax Rates Bylaw





Questions from Council



Comments from the Public



Council
deliberation/
discussion/
direction