

Staff Report to Council

Financial Services

FILE: 05-1700-01/20

REPORT DATE: April 22, 2020 MEETING DATE: April 28, 2020
TO: Mayor and Council
FROM: Cheryl Harding, Director of Financial Services
SUBJECT: 2020 Financial Plan & Utility Fee Bylaws

CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:



RECOMMENDATION(S): THAT Council:

- A. Grant First, Second and Third Readings to the 2020 to 2024 Financial Plan Bylaw No. 2845, 2020
 - A.1 Version 1 – Without funding for the proposed COVID-19 Grant; OR
 - A.2 Version 2 – With funding for the proposed COVID-19 Grant; AND
- B. Approve updated Policy C049 'Revenue and Taxation' for inclusion as an attachment in Financial Plan Bylaw No. 2845, 2020 as required by the Community Charter; AND
- C. Grant First, Second and Third Readings to the Drainage System Protection Amendment Bylaw No. 2851, 2020; AND
- D. Grant First, Second and Third Readings to the Sanitary Sewer and Storm Drain Amendment Bylaw No. 2849, 2020; AND
- E. Grant First, Second and Third Readings to the Solid Waste Collection and Disposal Amendment Bylaw No. 2850, 2020; AND
- F. Grant First, Second and Third Readings to the Waterworks Amendment Bylaw No. 2848, 2020; AND

- G. As per the authority granted through Ministerial Order 083 [*local government meetings and bylaw process (covid-19) order*], ADOPT the
- G.1 2020 to 2024 Financial Plan Bylaw No. 2845, 2020 Version 1 without funding for the COVID-19 Relief Grant; OR
 - G.2 2020 to 2024 Financial Plan Bylaw No. 2845, 2020 Version 2 with funding for the COVID-19 Relief Grant; AND
 - G.3 Drainage System Protection Amendment Bylaw No. 2851, 2020; AND
 - G.4 Sanitary Sewer and Storm Drain Amendment Bylaw No. 2849, 2020; AND
 - G.5 Solid Waste Collection and Disposal Amendment Bylaw No. 2850, 2020; AND
 - G.6 Waterworks Amendment Bylaw No. 2848, 2020; OR
- H. Other.

PURPOSE

The purpose of this report is to obtain Council's approval of the 2020 Utility Fee bylaws and the 2020 to 2024 Financial Plan Bylaw.

☐ Information Report

☒ Decision Report

☐ Direction Report

DISCUSSION

Background:

The 2020 to 2024 budget and business planning process consisted of budget workshops, business plan and property tax assessment presentations and meetings for Council budget deliberations. The process commenced in June 2019 when the budget principles and guidelines were approved and culminated with Council deliberating on and approving the budgets in December 2019.

The Corporate Leadership Team undertook a rigorous budget review process that involved significant scrutiny of operational activities in all City departments. Many staff were involved in the process and significant management feedback occurred at several stages throughout budget development.

The process included assessment of budget resources needed to deliver the same services as in 2019 by utilizing a number of mechanisms including:

- Contemplating new revenue opportunities;
- Reviewing revenue streams to ensure better cost recovery;
- Rationalizing use of staff overtime;
- Extending tool and equipment life where possible;
- Changing the way we perform tasks to be more efficient; and
- Matching budget to historical costs.

Relevant Policy, Bylaw or Legislation:

In accordance with Section 165(1) of the Community Charter, the City must adopt a five year financial plan prior to adopting the annual property tax bylaw. The annual property tax bylaw must be adopted by May 15th per the Community Charter Section 197(1).

Analysis:

Operating Budget

The financial plan bylaw provides the authority for the city to expend funds in accordance with Council's budget deliberations in November and December 2019. The approved budget provides for continuing to deliver City services to the citizens of Pitt Meadows.

Earlier on in the April 28th, 2020 Agenda a staff report proposing a COVID-19 Grant was provided for Council consideration as a response to the pandemic's disruption to residents' incomes.

The financial plan bylaw has been prepared in two versions pending Council's direction.

1. Version 1 (Attachment A1) reflects the original budget without the funding adjustments for the proposed COVID-19 Grant.
2. Version 2 (Attachment A2) reflects the revised budget to provide funding for the proposed COVID-19 Grant.
 - a. Budget adjustments incorporating the cancelled capital projects which are proposed to fund the COVID-19 Grant are as highlighted in Schedule A and Schedule B of the Financial Plan Bylaw. The listing of cancelled capital projects is provided as an attachment to the COVID-19 Grant report earlier on in the April 28, 2020 Agenda.

Utilities

The breakdown of the single family 2020 utility fees supporting the budget approved by Council in December 2019 is summarized below:

Service Type	2020
Diking	\$ 20
Drainage Services	50
Sanitary Sewer Services	349
Solid Waste Services	203
Water Services	505
Subtotal User Fees	\$1,127
Drainage Services (mill rate)	83
Total Utility Fees	\$1,210

Capital Budget

The 2020 capital budget is proposed at \$16 million. Significant projects include:

- Fire Hall Replacement – Year 2 of 3 \$8 million
- Fire Hub Mack Engine Replacement \$900,000
- Area 4 Pump Stations Replacement – Final phase \$730,000
- Fenton Area 2 drainage Pump Replacement – Phase 1 \$750,000
- Harris Rd Pavement Rehabilitation (Hammond to Airport) \$589,500
- Old Dewdney Trunk Rd Pavement Rehab (Sharpe to Neaves) \$350,000
- Water Main Replacement – Bonson Rd North \$425,000
- Water Main Replacement – 192A, 192B, 116B \$430,000
- PC Desktop Replacements \$176,000

Carry Forward Projects

All projects that were incomplete at the end of 2019 and carried forward to 2020, including the Area #4 Pump Station Replacement, have been incorporated into the 2020 Financial Plan Bylaw and amount to \$17 million. These projects are listed in Attachment G.

COUNCIL STRATEGIC PLAN ALIGNMENT

- ☐ Principled Governance ☐ Balanced Economic Prosperity ☒ Corporate Excellence
☐ Community Spirit & Wellbeing ☐ Transportation & Infrastructure Initiatives
☐ Not Applicable

The business plan process culminates in the adoption of the five year financial plan and utility rate bylaws which has been guided throughout by Council's Corporate Excellence Strategic Priority of striving to maintain an appropriate balance of taxes and service levels.

FINANCIAL IMPLICATIONS

☐ None ☐ Budget Previously Approved ☐ Referral to Business Planning
☒ Other

There have been a number of budget control measures taken to offset revenue reductions and increased costs as a result of the COVID-19 pandemic. Staff are committed to exercising financial prudence in ensuring the City's budget remains balanced through these cost measures and period of revenue declines.

Many of these adjustments will require amendments to the financial plan bylaw. As has been the City's past practice, adjustments will be accumulated throughout the year and one amended financial plan bylaw will be presented to Council after the yearend process is completed.

Council directed staff to bring forward the 2020 Financial Plan and Utility Fee Bylaws based on the budget information referred to earlier in this report. Staff has prepared the bylaw for Council consideration which includes the following attachments:

2020-2024 Consolidated Financial Plan Bylaw (Attachment A)

Includes the general, water, sewer, solid waste, drainage and diking funds set out in the format as prescribed by section 165 of the Community Charter.

Taxation and Revenue Policy C049 (Attachment B)

This policy addresses the requirements of section 165 of the Community Charter which requires the financial plan to establish the objectives and policies of the City for the planning period for:

- The proportion of total revenue that is proposed to come from each funding source;
- The distribution of property value taxes among the property classes that may be subject to the taxes;
- The use of permissive tax exemptions.

Utility Fee Bylaws (Attachments C to F)

The Utility fee bylaws for drainage, solid waste, sewer and water provide staff with the authority to levy utility fees on properties within the City.

Capital Project Carry Forwards (Attachment G)

Capital projects carried forward from 2019 to 2020 which have been incorporated into the 2020 to 2024 Financial Plan Bylaw. Funding for all projects has been provided for in the 2019 approved budget therefore, there is no impact to 2020 taxation or 2020 reserve funding levels.

PUBLIC PARTICIPATION

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

Comment(s):

Business and financial plans have been available at City Hall and on the City's website. Throughout the year there have been advertisements with respect to budget meetings and presentations to encourage public attendance and provide the public with opportunities to ask questions and provide comments throughout.

Advertisements and promotions of the business and budget planning process has also been provided on the City's website.

KATZIE FIRST NATION CONSIDERATIONS

Referral ☐ Yes ☒ No

SIGN-OFFS

Written by:

Cheryl Harding, Director of Financial Services

ATTACHMENT(S):

- A. 2020 – 2024 Financial Plan Bylaw No. 2845, 2020
 - 1. Version 1 – Without funding for the proposed COVID-19 Grant
 - 2. Version 2 – With funding for the proposed COVID-19 Grant
- B. Policy C049 – Revenue and Taxation
- C. Drainage System Protection Amendment Bylaw No. 2851, 2020
- D. Sanitary Sewer and Storm Drain Amendment Bylaw No. 2849, 2020
- E. Solid Waste Collection and Disposal Amendment Bylaw No. 2850, 2020
- F. Waterworks Amendment Bylaw No. 2848, 2020
- G. 2019 Capital Carry Forward Listing to 2020

VERSION 1

**CITY OF PITT MEADOWS
2020 – 2024 FINANCIAL PLAN
BYLAW NO. 2845, 2020**

A Bylaw to adopt the 2020 to 2024 Financial Plan

The Council of the City of Pitt Meadows, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as the "**City of Pitt Meadows 2020 – 2024 Financial Plan Bylaw**".
2. Schedule "A", attached to and forming part of this Bylaw, is adopted as the 2020 - 2024 Financial Plan of the City of Pitt Meadows for the period beginning January 1, 2020 and ending December 31, 2024.
3. Schedule "B", attached to and forming part of this Bylaw, specifies the transfers to, and expenditures from, the City Reserve Funds for the period beginning January 1, 2020 and ending December 31, 2024.
4. Schedule "C", attached to and forming part of this Bylaw, is the Revenue and Taxation Policy for the City of Pitt Meadows.
5. The 2019 – 2023 Financial Plan Bylaw No. 2818, 2019, and its amendments, are repealed.

READ a FIRST, SECOND and THIRD time on [DATE].

ADOPTED on [DATE].

Bill Dingwall
Mayor

Kate Barchard
Corporate Officer

SCHEDULE "A"

2020 - 2024 Financial Plan

<u>REVENUES</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Municipal Property and Other Taxes	\$ 23,974,300	\$ 24,438,000	\$ 25,369,300	\$ 26,292,100	\$ 27,123,600
Utility Charges	10,730,400	11,475,900	12,234,600	13,050,600	13,824,800
Sale of Services	2,243,100	2,268,100	2,318,700	2,370,900	2,424,600
Licenses, Permits, Penalties, Fines	2,448,900	1,887,100	1,799,600	1,547,600	1,391,600
Investment Income	465,000	465,000	465,000	465,000	465,000
Government Transfers	3,569,100	845,300	564,000	562,700	566,400
Contributions	4,600,300	3,323,600	2,798,400	71,100	31,300
Other Revenue	594,200	624,600	644,900	661,700	671,700
Total Revenues	\$ 48,625,300	\$ 45,327,600	\$ 46,194,500	\$ 45,021,700	\$ 46,499,000
<u>EXPENSES</u>					
Operating Expenditures	\$ 30,146,300	\$ 30,925,300	\$ 32,112,800	\$ 33,237,400	\$ 34,436,100
Debt Interest	167,300	154,400	141,200	127,500	113,400
Amortization	5,450,000	5,450,000	5,450,000	5,450,000	5,450,000
Total Operating Expenses	\$ 35,763,600	\$ 36,529,700	\$ 37,704,000	\$ 38,814,900	\$ 39,999,500
Net Revenues (Expenditure)	\$ 12,861,700	\$ 8,797,900	\$ 8,490,500	\$ 6,206,800	\$ 6,499,500
<u>ALLOCATIONS</u>					
Net Transfers from/(to) Reserves	\$ 15,190,800	\$ 3,180,600	\$ (2,950,700)	\$ (2,984,000)	\$ (4,261,000)
Capital Expenditures	(33,102,000)	(17,018,200)	(10,569,400)	(8,241,900)	(7,246,600)
Unfunded Amortization	5,450,000	5,450,000	5,450,000	5,450,000	5,450,000
External Debt Principle Repayment	(400,500)	(410,300)	(420,400)	(430,900)	(441,900)
Total Allocations	\$ (12,861,700)	\$ (8,797,900)	\$ (8,490,500)	\$ (6,206,800)	\$ (6,499,500)
BUDGET BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

SCHEDULE "B"

TRANSFERS FROM (TO) RESERVES

RESERVES *

Transfers from Reserves:	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Arena Capital Reserve Fund	315,000	215,000	225,000	235,000	245,000
Community Amenity Fund	-	90,000	-	-	-
Carbon Neutrality Reserve Fund	83,100	15,000	15,000	15,000	15,000
Drainage Capital Reserve Fund	1,978,300	569,900	1,583,200	1,305,800	921,600
Diking Capital Reserve Fund	209,200	61,400	61,500	61,700	61,800
Equipment Replacement Reserve Fund	1,911,800	1,268,700	1,437,300	1,064,500	885,300
Future Capital Reserve Fund	2,423,100	310,000	166,500	-	-
Facilities & Fixtures Lifecycle Reserve Fund	9,838,600	7,770,400	592,900	2,004,200	652,500
Minor Capital Reserve Fund	17,000	629,000	19,000	19,000	21,000
Operating Reserve Fund	1,556,800	336,600	284,400	179,600	341,400
Parkland Reserve Fund	1,200,000	-	-	-	-
Sanitary Sewer Capital Reserve Fund	889,700	45,400	345,800	86,200	346,600
South Bonson Amenities Reserve Fund	64,700	50,500	47,400	44,200	41,100
Transportation Infrastructure Reserve Fund	3,644,300	2,021,300	1,577,600	1,205,200	3,700,100
Waterworks Capital Reserve Fund	2,563,700	744,000	2,057,700	2,448,800	646,100
Total Transfers from Reserves	26,695,300	14,127,200	8,413,300	8,669,200	7,877,500

Transfers to Reserves:					
Arena Capital Reserve Fund	(321,500)	(325,000)	(332,000)	(339,300)	(346,800)
Carbon Neutrality/Sustainability Reserve Fund	(23,200)	(23,200)	(23,200)	(23,200)	(23,200)
Community Amenity Reserve Fund	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Drainage Capital Reserve Fund	(954,500)	(1,005,300)	(1,056,100)	(1,107,000)	(1,157,800)
Diking Capital Reserve Fund	(167,000)	(167,000)	(167,000)	(167,000)	(167,000)
Equipment Replacement Reserve Fund	(994,900)	(1,074,900)	(1,154,900)	(1,264,900)	(1,314,900)
Facilities & Fixtures Lifecycle Reserve Fund	(2,706,900)	(2,949,900)	(3,208,900)	(3,471,900)	(3,748,900)
Future Capital Reserve Fund	(575,000)	(575,000)	(575,000)	(575,000)	(575,000)
Minor Capital Reserve Fund	(63,500)	(63,500)	(63,500)	(63,500)	(63,500)
Operating Reserve Fund	(1,656,900)	(621,700)	(542,300)	(300,300)	(300,300)
Insurance and Liability Reserve Fund	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)
Parkland Acquisition Reserve Fund	(9,200)	(9,200)	(9,200)	(9,200)	(9,200)
Sanitary Sewer Capital Reserve Fund	(512,000)	(532,000)	(552,000)	(572,000)	(592,000)
South Bonson Amenities Reserve Fund	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
Transportation Infrastructure Reserve Fund	(2,111,600)	(2,131,600)	(2,151,600)	(2,171,600)	(2,191,600)
Waterworks Capital Reserve Fund	(1,360,800)	(1,420,800)	(1,480,800)	(1,540,800)	(1,600,800)
Total Transfers to Reserves	(11,504,500)	(10,946,600)	(11,364,000)	(11,653,200)	(12,138,500)
Total Transfers from (To) Reserve Funds	\$ 15,190,800	\$ 3,180,600	\$ (2,950,700)	\$ (2,984,000)	\$ (4,261,000)

* - Statutory Reserves as per Part 6 of the Community Charter

VERSION 2
CITY OF PITT MEADOWS
2020 – 2024 FINANCIAL PLAN
BYLAW NO. 2845, 2020

A Bylaw to adopt the 2020 to 2024 Financial Plan

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3. Schedule "B", attached to and forming part of this Bylaw, specifies the transfers to, and expenditures from, the City Reserve Funds for the period beginning January 1, 2020 and ending December 31, 2024.
4. Schedule "C", attached to and forming part of this Bylaw, is the Revenue and Taxation Policy for the City of Pitt Meadows.
5. The 2019 – 2023 Financial Plan Bylaw No. 2818, 2019, and its amendments, are repealed.

READ a FIRST, SECOND and THIRD time on [DATE].

ADOPTED on [DATE].

Bill Dingwall
Mayor

Kate Barchard
Corporate Officer

SCHEDULE "A"

2020 - 2024 Financial Plan

SCHEDULE "A"

REVENUES	2020	2021	2022	2023	2024
Municipal Property and Other Taxes	\$ 23,974,300	\$ 24,438,000	\$ 25,369,300	\$ 26,292,100	\$ 27,123,600
Utility Charges	10,730,400	11,475,900	12,234,600	13,050,600	13,824,800
Sale of Services	2,243,100	2,268,100	2,318,700	2,370,900	2,424,600
Licenses, Permits, Penalties, Fines	2,448,900	1,887,100	1,799,600	1,547,600	1,391,600
Investment Income	465,000	465,000	465,000	465,000	465,000
Government Transfers	3,569,100	845,300	564,000	562,700	566,400
Contributions	4,600,300	3,323,600	2,798,400	71,100	31,300
Other Revenue	594,200	624,600	644,900	661,700	671,700
Total Revenues	\$ 48,625,300	\$ 45,327,600	\$ 46,194,500	\$ 45,021,700	\$ 46,499,000
EXPENSES					
Operating Expenditures	\$ 31,150,700	\$ 30,925,300	\$ 32,112,800	\$ 33,237,400	\$ 34,436,100
Debt Interest	167,300	154,400	141,200	127,500	113,400
Amortization	5,450,000	5,450,000	5,450,000	5,450,000	5,450,000
Total Operating Expenses	\$ 36,768,000	\$ 36,529,700	\$ 37,704,000	\$ 38,814,900	\$ 39,999,500
Net Revenues (Expenditure)	\$ 11,857,300	\$ 8,797,900	\$ 8,490,500	\$ 6,206,800	\$ 6,499,500
ALLOCATIONS					
Net Transfers from/(to) Reserves	\$ 15,190,800	\$ 3,180,600	\$ (2,950,700)	\$ (2,984,000)	\$ (4,261,000)
Capital Expenditures	(32,097,600)	(17,018,200)	(10,569,400)	(8,241,900)	(7,246,600)
Unfunded Amortization	5,450,000	5,450,000	5,450,000	5,450,000	5,450,000
External Debt Principle Repayment	(400,500)	(410,300)	(420,400)	(430,900)	(441,900)
Total Allocations	\$ (11,857,300)	\$ (8,797,900)	\$ (8,490,500)	\$ (6,206,800)	\$ (6,499,500)
BUDGET BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

SCHEDULE "B"

TRANSFERS FROM (TO) RESERVES

RESERVES *

Transfers from Reserves:	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Arena Capital Reserve Fund	245,000	215,000	225,000	235,000	245,000
Community Amenity Fund	-	90,000	-	-	-
Carbon Neutrality Reserve Fund	81,100	15,000	15,000	15,000	15,000
Drainage Capital Reserve Fund	1,968,300	569,900	1,583,200	1,305,800	921,600
Diking Capital Reserve Fund	144,200	61,400	61,500	61,700	61,800
Equipment Replacement Reserve Fund	1,817,000	1,268,700	1,437,300	1,064,500	885,300
Future Capital Reserve Fund	2,154,800	310,000	166,500	-	-
Facilities & Fixtures Lifecycle Reserve Fund	9,665,500	7,770,400	592,900	2,004,200	652,500
Minor Capital Reserve Fund	17,000	629,000	19,000	19,000	21,000
Operating Reserve Fund	3,705,600	336,600	284,400	179,600	341,400
Parkland Reserve Fund	1,200,000	-	-	-	-
Sanitary Sewer Capital Reserve Fund	889,700	45,400	345,800	86,200	346,600
South Bonson Amenities Reserve Fund	64,700	50,500	47,400	44,200	41,100
Transportation Infrastructure Reserve Fund	3,582,200	2,021,300	1,577,600	1,205,200	3,700,100
Waterworks Capital Reserve Fund	2,457,700	744,000	2,057,700	2,448,800	646,100
Total Transfers from Reserves	27,992,800	14,127,200	8,413,300	8,669,200	7,877,500
Transfers to Reserves:					
Arena Capital Reserve Fund	(251,500)	(325,000)	(332,000)	(339,300)	(346,800)
Carbon Neutrality/Sustainability Reserve Fund	(21,200)	(23,200)	(23,200)	(23,200)	(23,200)
Community Amenity Reserve Fund	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Drainage Capital Reserve Fund	(944,500)	(1,005,300)	(1,056,100)	(1,107,000)	(1,157,800)
Diking Capital Reserve Fund	(102,000)	(167,000)	(167,000)	(167,000)	(167,000)
Equipment Replacement Reserve Fund	(900,100)	(1,074,900)	(1,154,900)	(1,264,900)	(1,314,900)
Facilities & Fixtures Lifecycle Reserve Fund	(3,808,200)	(2,949,900)	(3,208,900)	(3,471,900)	(3,748,900)
Future Capital Reserve Fund	(306,700)	(575,000)	(575,000)	(575,000)	(575,000)
Minor Capital Reserve Fund	(63,500)	(63,500)	(63,500)	(63,500)	(63,500)
Operating Reserve Fund	(2,531,300)	(621,700)	(542,300)	(300,300)	(300,300)
Insurance and Liability Reserve Fund	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)
Parkland Acquisition Reserve Fund	(9,200)	(9,200)	(9,200)	(9,200)	(9,200)
Sanitary Sewer Capital Reserve Fund	(512,000)	(532,000)	(552,000)	(572,000)	(592,000)
South Bonson Amenities Reserve Fund	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
Transportation Infrastructure Reserve Fund	(2,049,500)	(2,131,600)	(2,151,600)	(2,171,600)	(2,191,600)
Waterworks Capital Reserve Fund	(1,254,800)	(1,420,800)	(1,480,800)	(1,540,800)	(1,600,800)
Total Transfers to Reserves	(12,802,000)	(10,946,600)	(11,364,000)	(11,653,200)	(12,138,500)
Total Transfers from (To) Reserve Funds	\$ 15,190,800	\$ 3,180,600	\$ (2,950,700)	\$ (2,984,000)	\$ (4,261,000)

* - Statutory Reserves as per Part 6 of the Community Charter

SCHEDULE "C"

POLICY NO. C049 – Revenue and Taxation

PITT MEADOWS POLICY MANUAL	POLICY NO. C049
SUBJECT: Revenue and Taxation	Approved by Council:

PURPOSE:

To comply with the disclosure requirements as set out in section 165 (3.1) of the Community Charter.

POLICY:

Total Revenue

Charter Requirement: Set out the objectives and policies regarding the proportion of total revenue proposed to come from each funding source.

The proportion of funding sources included in the financial plan is as follows:

	2020	2021	2022	2023	2024
Municipal Property & Other Taxes	48.6%	53.1%	54.2%	57.6%	57.6%
Utility Charges	22.4%	25.7%	26.8%	29.3%	30.1%
Sale of Services	4.6%	5.0%	5.0%	5.3%	5.2%
Licenses, Permits, Penalties, Fines	5.4%	4.6%	4.3%	3.9%	3.4%
Investment Income	1.0%	1.0%	1.0%	1.0%	1.0%
Government Transfers	7.3%	1.9%	1.2%	1.2%	1.2%
Contributions	9.5%	7.3%	6.1%	0.2%	0.1%
Other Revenue	1.2%	1.4%	1.4%	1.5%	1.4%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

Property Tax is the City's largest source of revenue and provides funding for the "public type" services provided by the City which cannot be or are undesirable to be funded on a user pay basis such as parks and leisure services, public safety, transportation and general government. Its proportion of total revenue will vary from year to year depending on the capital program and the use of reserves, borrowing or grants for the capital program.

Policy: The City is committed to, where feasible and for appropriate municipal services, shifting the payment of the services from property taxes to user fees. To this end, the City will review user fees and charges annually and compare to the costs to provide the services and comparative costs from other municipalities.

The City will also regularly review Development Cost Charge rates to ensure that developers who profit from development in the municipality pay an appropriate share of the cost of the municipal infrastructure required to service new developments.

Objective: That “private type” services provided by the City are charged and paid for on a full cost recovery basis.

Taxation Revenue

Charter Requirement: Set out the objectives and policies regarding the distribution of property taxes among the property classes.

The distribution of general property tax revenue across different property taxes is as follows:

	<i>Class</i>	<i>Assessment %</i>	<i>Revenue %</i>
Residential	1	79.91%	55.71%
Utilities	2	0.12%	1.19%
Major Industry	4	0.14%	0.65%
Light Industry	5	3.33%	8.30%
Business & Other	6	15.74%	30.52%
Recreation / Non-Profit	8	0.46%	1.16%
Farm	9	0.30%	2.47%
Total		100.00%	100.00%

The City remains heavily reliant on residential property taxation at 55.71% of total general property tax revenue. For 2020, approximately 44.29% is budgeted to come from non-residential assessment classes which make up only 20.09% of the total assessed value for the City.

Policy: The City is committed to increasing the overall proportion of revenue from non-residential classes through growth and development while working to ensure that the amount of property taxes paid by business and industry does not harm the ability for existing businesses to operate effectively in the community and is not a deterrent for business considering locating in the community.

The City will regularly review growth in the respective classes of the tax base and compare the City's tax ratio between residential property owners and business owners relative to other municipalities in Metro Vancouver.

Objective: That the City has a broad assessment base in which each class share an equitable portion of the general property tax burden.

Permissive Exemptions

Charter Requirement: Set out the objectives and policies regarding the use of permissive tax exemptions.

Policy: The City of Pitt Meadows uses Policy C061 – Permissive Tax Exemptions, which has been approved by Council. The purpose of the policy is as follows:

"A permissive tax exemption is a means for Council to support organizations within the community which further Council's objectives of enhancing quality of life (economic, social, cultural) and delivering services economically. This policy guides identification of organizations meeting Council's objectives."

This policy demonstrates that Council will consider providing permissive exemptions to not-for-profit institutions that form a valuable part of our community. These include religious institutions, historical societies, some recreational facilities, service organizations and cultural institutions.

Objective: Council will periodically examine its permissive tax exemption policy to determine if changes are necessary. The policy was last reviewed by Council in 2015.

CITY OF PITT MEADOWS
DRAINAGE SYSTEM PROTECTION AMENDMENT
BYLAW NO. 2851, 2020

A Bylaw to amend a section of Drainage System Protection Bylaw
No. 2266, 2007

The Council of the City of Pitt Meadows, in open meeting assembled, ENACTS
AS FOLLOWS:

1. This Bylaw may be cited as the **"City of Pitt Meadows Drainage System Protection Amendment Bylaw No. 2851, 2020"**.
2. Schedule "E" of Drainage System Protection Bylaw No. 2266, 2007, is repealed and replaced with a revised Schedule "E", which is attached to and forms part of this Bylaw.

READ a FIRST, SECOND, and THIRD time on [DATE].

ADOPTED on [DATE].

Bill Dingwall, Mayor

Kate Barchard, Corporate Officer

SCHEDULE "E"
DRAINAGE CHARGES

Urban Areas:

Residential – single housing*	\$49.84/unit
Residential – multiple housing	\$21.28/unit
Non-residential	\$1398.45/hectare

Rural Areas:

Agriculture**	\$137.25/hectare
Non-agriculture	\$137.25/hectare

* Single housing includes duplex housing, modular homes, mobile homes

** Agriculture includes land zoned agriculture located within urban areas

CITY OF PITT MEADOWS
SANITARY SEWER AND STORM DRAIN
AMENDMENT BYLAW NO. 2849, 2020

A Bylaw to amend a section of Sanitary Sewer and Storm Drain
Bylaw No. 2601, 2013

The Council of the City of Pitt Meadows, in open meeting assembled, ENACTS
AS FOLLOWS:

1. This Bylaw may be cited as the **"City of Pitt Meadows Sanitary Sewer and Storm Drain Amendment Bylaw No. 2849, 2020"**.
2. Schedule "B" of the Sanitary Sewer and Storm Drain Bylaw No. 2601, 2013, is repealed and replaced with a revised Schedule "B" which is attached to and forms part of this Bylaw.

READ a FIRST, SECOND, and THIRD time on [DATE].

ADOPTED on [DATE].

Bill Dingwall
Mayor

Kate Barchard
Corporate Officer

SCHEDULE "B"

The following charges for use of the sanitary sewer system shall apply to all real property served by the sanitary sewers owned, operated and maintained by the Municipality:

	USES	USER RATE
A.	Residential Units Rate per dwelling unit and mobile home space:	\$349.00
B.	Hotel, Motel, Auto Court, Boarding Houses and like units Rate per room available for hire:	\$85.00
C.	Restaurants, Cafes, Eating Establishments Minimum rate for the first 50 seats: Plus – rate per additional 10 seats or any fraction thereof:	\$349.00 \$36.00
D.	Laundromats, Dry Cleaners Minimum rate for the first 5 machines installed therein Plus – rate per additional machine installed	\$578.00 \$68.00
E.	Schools Rate per classroom:	\$277.00
F.	Commercial and Institutional Units (<i>not specified</i>) Rate per unit:	\$349.00
G.	Industrial Units (<i>including ice arenas, golf courses, car washes and warehouses</i>) Minimum rate for the first 1,000,000 gallons of annual water usage recorded by City meters: Plus – rate per additional 1,000,000 gallons or fraction thereof:	\$696.00 \$2,790.00
H.	Per Diem Rates Residential building per dwelling unit: Industrial, Commercial or Institutional building per unit:	\$0.96/day \$0.96/day
I.	Deposit Amounts Multi-family residence	\$100/unit

CITY OF PITT MEADOWS
SOLID WASTE COLLECTION AND DISPOSAL AMENDMENT
BYLAW NO. 2850, 2020

A Bylaw to amend a section of Solid Waste Bylaw No. 2568, 2012

The Council of the City of Pitt Meadows, in open meeting assembled, ENACTS
AS FOLLOWS:

1. This Bylaw may be cited as the **"City of Pitt Meadows Solid Waste Collection and Disposal Amendment Bylaw No. 2850, 2020"**.
2. Schedule "A" of the Solid Waste Collection and Disposal Bylaw No. 2568, 2012 is repealed and replaced with a revised Schedule "A", which is attached to and forms part of this Bylaw.

READ a FIRST, SECOND, and THIRD time on [DATE].

ADOPTED on [DATE].

Bill Dingwall
Mayor

Kate Barchard
Corporate Officer

SCHEDULE "A"

FEES AND CHARGES

	Class of Property	Charge
A.	Combined Solid Waste Services (Garbage and Green Waste)	
	1. Single family and two-family residence, per dwelling unit	\$203.00
	2. Multi-residential premise #1, per dwelling unit	\$203.00
B.	Green Waste Services only (curbside)	
	3. Mobile home park, per mobile home	\$ 119.00
	4. Multi-residential premise #1(curbside), per dwelling unit	\$ 119.00
C.	Bulk Container Green Waste	
	5. Multi-residential premise #2 (Central Collection), per dwelling unit	\$ 20.00
D.	Garbage (Curbside) and Bulk Container Green Waste	
	6. Garbage (curbside) and Central Collection Green Waste	\$ 104.00
E.	Per Diem Rates provided for in Section 34 and 37	
	7. Single family and two-family residence, per dwelling unit	\$0.56/day
	8. Mobile home park, per mobile home	\$0.33/day
	9. Multi-residential premise #1 (Curbside), per dwelling unit	\$0.33/day
	10. Multi-residential premise #2 (Central Collection), per dwelling unit	\$0.05/day
F.	Multi-residential Deposit provide for in Section 35	
	11. Multi-residential premise #1 and #2, per dwelling unit	\$100/unit
G.	Extra Bag Tag Charge	
	12. Price per tag	\$5.00
H.	New and or Replacement Collection Cart Charge	
	13. Price per 240 Litre Collection Cart	\$72.00 + taxes
	14. Price per 120 Litre Collection Cart	\$64.00 + taxes
	15. Convert from standard 120 Litre garbage collection cart to 240 Litre garbage collection cart	\$96 – Annual fee pro-rated
	16. Delivery Charge	\$50

**CITY OF PITT MEADOWS
WATERWORKS AMENDMENT
BYLAW NO. 2848, 2020**

A Bylaw to amend a section of Waterworks Bylaw No. 2343, 2007.

The Council of the City of Pitt Meadows, in open meeting assembled, ENACTS
AS FOLLOWS:

1. This Bylaw may be cited as the "City of Pitt Meadows Waterworks Amendment Bylaw No. 2848, 2020".
2. Schedule "B" of Waterworks Bylaw No. 2343, 2007 is repealed and replaced with a revised Schedule "B" which is attached to, and forms part of, this Bylaw.

READ a FIRST, SECOND, and THIRD time on [DATE].

ADOPTED on [DATE].

Bill Dingwall
Mayor

Kate Barchard
Corporate Officer

SCHEDULE "B"**USER RATES**

Unless otherwise specified by the Director, pursuant to the conditions of this Bylaw, the uses listed under "Flat Rate Charges" shall be charged on the basis of the Flat Rates so specified. All other uses shall be required to have metered water services.

METER RATE CHARGES

- (1) Each service connection being charged on a metered basis shall be subject to an annual base charge of \$303 to cover provision and maintenance of waterworks infrastructure by the City.
- (2) The meter rate shall be \$0.78 per cubic metre for all metered users.
- (3) Water consumption charges for metered services shall be for a continuous period of six (6) months or broken part thereof, the first period from January to June, inclusive, the second period from July to December, inclusive.

FLAT RATE CHARGES (ANNUAL RATES)

	USES	RATES Per Unit
A.	Residential Units Apartments, Motel, Hotel, Boarding House, Trailer Court or like units not otherwise metered. Rate per dwelling unit:	\$384.00
	All other residential units including detached homes, townhouses and like units. Rate per dwelling unit:	\$505.00
B.	Restaurant, Cafes, Eating Establishments not otherwise metered. - Minimum: - Per person for each occupancy above 20:	\$670.00 \$3.00
C.	Schools - each classroom:	\$254.00
D.	All other commercial or institutional not otherwise metered:	\$505.00
	Where there is occupied living quarters located with units noted in B,C and D add an additional per unit charge:	\$384.00
E.	Multi Family Residential Deposit Amount	\$100/unit

**CITY OF PITT MEADOWS
2019 BUDGET C/F 2020-CAPITAL**

Attachment G

Project#	Project Name	2019 YTD	2019 Budget	Surplus (Deficit) Budget - YTD (F-D)	Percent Spent	Carry Forward 2020	Comments
190078	RCMP SERVICE REVIEW #19-PS-001	17,841.84	40,000.00	22,158.16	44.60%	22,100.00	In progress; Q1 2020 completion
8110 Total	General Administration	17,841.84	40,000.00	22,158.16	44.60%	22,100.00	
190003	COMPENSATION BENCHMARK STUDY #19-HR-001	15,000.00	19,500.00	4,500.00	76.92%	2,000.00	In progress; Q2 2020 completion
8130 Total	Human Resources	15,000.00	19,500.00	4,500.00	76.92%	2,000.00	
180005	PUBLIC ENGAGEMENT #18-CM-095	1,946.97	177,900.00	175,953.03	1.09%	175,900.00	In progress; Q4 2020 completion
180014	CITY BANNER REPLACEMENT #18-CM-094	4,679.11	7,200.00	2,520.89	64.99%	2,500.00	In progress; Q2 2020 completion
180092	GATEWAY TRANSP CF ENGAGEMENT #18-CM-097	1,617.84	23,100.00	21,482.16	7.00%	21,400.00	In progress, multi-year project
190016	WEBSITE 2.0 U/G #19-CM-002	0.00	10,000.00	10,000.00	0.00%	10,000.00	Q3 2020 completion
8140 Total	Communications	8,243.92	218,200.00	209,956.08	3.78%	209,800.00	
080020	MISC COMPUTER INFR PURCHASE #09-IT-020	28,434.94	34,600.00	6,165.06	82.18%	6,100.00	In progress; Q2 2020 completion
110021	IT-SMART PHONE REPLACEMENT #11-IT-052	414.37	1,500.00	1,085.63	27.62%	1,000.00	In progress; Q1 2020 completion
140007	IT VOIP PHONE SYSTEM UPGRADES #13-IT-062	12,423.53	102,000.00	89,576.47	12.18%	89,500.00	In progress; Q1 2020 completion
180021	MOBILE TICKETING OPERATG COST #18-IT-101	9,673.60	13,900.00	4,226.40	69.59%	4,200.00	In progress; Q1 2020 completion
180024	WINDOWS SERVER UPGRADE #18-IT-106	15,693.48	18,100.00	2,406.52	86.70%	2,400.00	In progress; Q2 2020 completion
190018	AV REPLACEMENTS #19-IT-002	6,066.58	25,000.00	18,933.42	24.27%	18,900.00	In progress; Q3 2020 completion
190019	TEMPEST IMPROVMENTS #19-IT-003	24,044.69	50,000.00	25,955.31	48.09%	10,000.00	In progress; Q4 2020 completion
190022	REC SOFTWARE (INTELLI) U/G #19-IT-006	0.00	20,000.00	20,000.00	0.00%	10,000.00	Availability of software upgrade delayed to 2020;
190023	SERVER ROOM AC UNIT REPL #19-IT-008	0.00	10,000.00	10,000.00	0.00%	10,000.00	Q2 2020 completion
990052	GIS REFRESH #13-IT-076	35,600.00	50,000.00	14,400.00	71.20%	14,400.00	In progress; Q3 2020 completion
8150 Total	IT	132,351.19	325,100.00	192,748.81	40.71%	166,500.00	
150004	CITY FAC-LIFECYCLE MNTCE #15-FA-083	117,337.82	145,800.00	28,462.18	0.00%	28,400.00	In progress; Q3 2020 completion
160023	AIR QUALTY SURVEY-CITY FACLTy #16-FA-092	1,950.52	5,700.00	3,749.48	34.22%	3,700.00	In progress; Q4 2020 completion
170013	HAZARDOUS MAT SRVEY-FACILITY #17-FA-100	774.00	2,800.00	2,026.00	27.64%	2,000.00	In progress; Q4 2020 completion
170016	CIVIC CTR PARKING RESURFACE #17-FA-120	993.89	15,000.00	14,006.11	6.63%	14,000.00	In progress; Q3 2020 completion
170031	FIRE SAFETY PLANS-CITY FAC'S #17-FA-099N	0.00	1,300.00	1,300.00	0.00%	1,300.00	In progress; Q3 2020 completion
180026	FACILITIES ASSESSMNT #18-FA-109	12,014.30	79,100.00	67,085.70	15.12%	67,000.00	In progress; Q1 2020 completion
190081	COUNCIL LOUNGE / CAO OFFICE FURNITURE	9,822.25	20,000.00	10,177.75	46.55%	5,000.00	In progress; Q1 2020 completion
8160 Total	Gen Govt Facilities	142,892.78	269,700.00	126,807.22	52.98%	121,400.00	
170032	MAIN FIRE HALL REPLACEMENT #17-FA-107	260,162.33	741,200.00	481,037.67	35.10%	481,000.00	Multi-year project; 2021 completion
190080	FIREHALL CELL TOWER REVIEW #19-FA-014	2,800.00	5,000.00	2,200.00	56.00%	2,200.00	In progress; Q2 2020 completion
990067	FD-MINOR TOOLS & EQUIPMENT #16-FS-025	0.00	12,000.00	12,000.00	0.00%	12,000.00	Delayed due to pending grant application
8220 Total	Fire Services	262,962.33	758,200.00	495,237.67	34.68%	495,200.00	
180097	VOLUNTEER RECRUIT & TRAIN #18-ES-025	10,027.68	25,000.00	14,972.32	40.11%	14,900.00	In progress; Q1 2020 completion
190073	BUSINESS CONTINUITY #19-ES-026	6,525.00	8,700.00	2,175.00	75.00%	2,100.00	In progress; Q1 2020 completion
190074	EVACUATION ROUTE PLANNING #19-ES-027	22,452.88	25,000.00	2,547.12	89.81%	2,500.00	In progress; Q1 2020 completion
8250 Total	Emergency Services	39,005.56	58,700.00	19,694.44	66.45%	19,500.00	
080012	ACTIVE TRANSPORTATION #09-TR-028	28,752.00	105,200.00	76,448.00	0.00%	76,400.00	In progress; Q4 2020 completion
090029	AERIAL PHOTO RENEWAL #09-IT-039	1,879.90	8,500.00	6,620.10	22.12%	2,500.00	In progress; Q1 2020 completion
120004	LADNER ROAD BRIDGE #15-TR-102	122,934.37	2,733,700.00	2,610,765.63	4.03%	2,610,700.00	In progress; Q4 2020 completion
120017	ARENA PARKING LOT REPAVE #12-TR-093	1,483.90	38,700.00	37,216.10	3.83%	20,000.00	In progress; Q2 2020 completion
150005	MISC STREET PAVING #15-TR-090	0.00	40,200.00	40,200.00	0.00%	40,200.00	Misc works to be completed by Q3 2020
160013	WILDWOOD CRES-HAMMOND TO BNSN #15-TR-034	1,387.90	215,300.00	213,912.10	0.64%	213,900.00	In progress; Q3 2020 completion
180007	TRAFFIC CALM ENGAGE & IMPL #18-TR-001	8,084.29	129,800.00	121,715.71	6.23%	121,700.00	In progress; Q4 2020 completion
180008	SHARPE TO NEAVES RD - OLD DTR #18-TR-003	17,234.55	653,300.00	636,065.45	2.64%	636,000.00	In progress; Q3 2020 completion
190058	HARRIS RD BANNER STRUCTURE REPL#19-TR-034	0.00	10,700.00	10,700.00	0.00%	10,700.00	Scope change - banners for Harris Rd; Q2 2020
8300 Total	Transportation	181,756.91	3,935,400.00	3,753,643.09	4.62%	3,732,100.00	
180048	REPLACE DUMP TRK M195 2007 #15-FE-055	295,799.36	306,800.00	11,000.64	96.41%	11,000.00	In progress; Q2 2020 completion
8310 Total	Operations Fleet	295,799.36	306,800.00	11,000.64	96.41%	11,000.00	
170005	WORKS YARD SALT SHED #15-FA-057	29,663.43	59,900.00	30,236.57	0.00%	30,200.00	In progress; Q2 2020 completion
170029	WORKSYARD OFFICE EXPANSION #17-FA-097	225.48	258,600.00	258,374.52	0.08%	258,300.00	In progress; Q4 2020 completion
8320 Total	Operations Facilities	29,888.91	318,500.00	288,611.09	9.38%	288,500.00	
140013	WILDWOOD CRES MAIN REPLACMNT #15-WS-058	178,897.96	389,100.00	210,202.04	0.00%	210,200.00	In progress; Q1 2020 completion
180061	AC REP 119B, 119, 118B AVE #15-WS-057	393,974.80	429,000.00	35,025.20	91.84%	35,000.00	In progress; Q1 2020 completion
180067	PRV REPLACEMENT LOUGHEED #17-WS-085	39,987.44	400,000.00	360,012.56	10.00%	360,000.00	In progress; Q4 2020 completion
180068	WATER ASSET CONDITN ASSESMNT #18-EN-002	5,277.10	75,000.00	69,722.90	7.04%	69,700.00	In progress; Q3 2020 completion
190010	AC REP - 188 AVE (ADVENT S) #19-WS-002	13,517.78	360,000.00	346,482.22	3.75%	346,400.00	In progress; Q2 2020 completion
190011	COTTONWD PRK WATER MN REPLACE #19-WS-018	14,500.00	22,700.00	8,200.00	63.88%	8,200.00	In progress; Q1 2020 completion
190045	DCC W4 FRASER DYKE RD MAIN EXT#19-WS-014	14,618.74	362,700.00	348,081.26	4.03%	348,000.00	Multi-year project In progress; 2021 completion
190070	SCADA IMPROVEMENTS #18-WS-003	14,338.00	20,000.00	5,662.00	71.69%	5,600.00	In progress; Q4 2020 completion
8410 Total	Water	675,111.82	2,058,500.00	1,383,388.18	32.80%	1,383,100.00	
090016	SEWER PIPE REHAB #09-SS-023	163,219.79	294,700.00	131,480.21	0.00%	131,400.00	In progress; Q3 2020 completion
160016	N LOUGHEED LIFT STN RPLCMNT #16-SS-025	59,660.55	62,000.00	2,339.45	96.23%	2,300.00	In progress; Q1 2020 completion
190009	MCC - BONSON LIFT STN #19-SS-002	0.00	100,000.00	100,000.00	0.00%	100,000.00	Q4 2020 completion
990084	SEWER MISC RPRS #09-SS-001	22,872.25	153,900.00	131,027.75	99.88%	131,000.00	In progress; Q1 2020 completion
8430 Total	Sewer	245,752.59	610,600.00	364,847.41	40.25%	364,700.00	
070002	CULVERT REPLACEMENTS #09-DS-015	95,376.39	207,900.00	112,523.61	0.00%	112,500.00	In progress; Q4 2020 completion
110017	TRASH RACKS SYSTEMS #11-DS-038	26,568.39	40,700.00	14,131.61	65.28%	14,100.00	In progress; Q2 2020 completion
130009	MAJOR SLOUGH CLEANING #13-DS-036	0.00	100,000.00	100,000.00	0.00%	100,000.00	Q3 2020 completion
180073	FILL SITE REVIEW #15-DS-043	15,180.00	35,000.00	19,820.00	43.37%	19,800.00	In progress; Q3 2020 completion
180074	DRAINAGE ASSET CONDITN ASSMNT #18-EN-001	0.00	148,800.00	148,800.00	0.00%	148,800.00	\$50K Grant dependent - grant monitoring
180094	PUMP STATION GENERATORS #18-??-???	0.00	678,200.00	678,200.00	0.00%	678,200.00	Q3 2020 completion - grant funded
190048	DRAINAGE SCADA REPL #19-DS-001	16,157.00	20,000.00	3,843.00	80.79%	3,800.00	In progress; Q2 2020 completion
190049	AREA 1-SCREEN UPGRADES #19-DS-002	6,739.86	40,000.00	33,260.14	16.85%	33,200.00	In progress; Q2 2020 completion
8451 Total	Drainage Area 1	160,021.64	1,270,600.00	1,110,578.36	12.59%	1,110,400.00	
010011	PITT POLDER (A4) #09-DS-024	4,619,128.41	6,942,700.00	2,323,571.59	0.00%	2,323,500.00	Multi-year project. Complete Q2 2020
8454 Total	Drainage Area 4	4,619,128.41	6,942,700.00	2,323,571.59	66.53%	2,323,500.00	
170045	DIKE MASTER PLAN #17-DK-047N	28,328.70	153,600.00	125,271.30	18.44%	125,200.00	In progress; Q1 2020 completion
190075	NDMP FLOOD MITIGATION PLAN #19-DK-001	53,510.66	412,000.00	358,489.34	12.99%	358,400.00	In progress; Q1 2020 completion
8471 Total	Diking Area 1	81,839.36	565,600.00	483,760.64	14.47%	483,600.00	
170019	ENVIRONMENTAL CONSULTANTS #17-ES-002	1,821.25	10,000.00	8,178.75	18.21%	8,100.00	In progress; Q3 - 2020 completion

CITY OF PITT MEADOWS
2019 BUDGET C/F 2020-CAPITAL

Project#	Project Name	2019 YTD	2019 Budget	Surplus (Deficit) Budget - YTD (F-D)	Percent Spent	Carry Forward 2020	Comments
170038	ENVIR INVENTORY & MGMT STRAT #17-ES-005	0.00	49,400.00	49,400.00	0.00%	49,400.00	In progress; Q3 - 2020 completion
190051	ENVIRONMENTAL STEWSHIP LAPTOP #19-ES-001	0.00	5,000.00	5,000.00	0.00%	5,000.00	Q1 2020 completion
8480 Total	Environmental Stewardship	1,821.25	64,400.00	62,578.75	2.83%	62,500.00	
170024	OFFICIAL COMMUNITY PLAN #17-DE-017N	67,799.67	136,800.00	69,000.33	49.56%	69,000.00	In progress; Q3 - 2020 completion
190052	CANNABIS IMPLEMENTATION #19-DE-022N	0.00	50,000.00	50,000.00	0.00%	50,000.00	Q4 2020 completion
190076	NORTH LOUGHEED AREA STUDY #19-DE-001	11,994.12	58,000.00	46,005.88	0.00%	46,000.00	In progress
190077	CHILDCARE NEEDS ASSESSMENT #19-DE-002	6,000.00	25,000.00	19,000.00	24.60%	18,800.00	In progress; Q1 2020 completion
8550 Total	Community Development	85,793.79	269,800.00	184,006.21	31.80%	183,800.00	
010001	WALKING TRAILS #13-PK-062N	10,985.00	50,000.00	39,015.00	21.97%	39,000.00	In progress - Q2 2020 completion
080006	CIVIC CENTRE SIGNAGE #13-FA-068	1,120.90	37,600.00	36,479.10	0.00%	36,400.00	In progress - Q2 2020 completion
170034	PARKS & RECREATION MASTER PLN #17-PK-074	0.00	130,700.00	130,700.00	0.00%	130,700.00	Commencing in 2020 - Q1 2021 completion
170035	PARK SIGNAGE #17-PK-089	425.28	83,800.00	83,374.72	0.00%	83,300.00	In progress - Q3 2020 completion
180001	HORTICULTURAL SERVICE PLAN #18-PK-092	10,637.32	15,000.00	4,362.68	0.00%	4,300.00	In progress - Q3 2020 completion
180002	TREE REPLACEMENT PROGRAM #18-PK-093	17,249.57	30,000.00	12,750.43	0.00%	12,700.00	In progress - Q2 2020 completion
180081	PARK PLAYGROUND UPGRADE #18-PK-091	3,284.79	100,000.00	96,715.21	0.00%	96,700.00	In progress - Q3 2020 completion
180082	INVASIVE SPECIES MGMNT PLAN #18-PK-094	14,557.86	49,700.00	35,142.14	29.29%	35,100.00	In progress - Q3 2020 completion
180083	IRRIGATION UPGRDES-CNTRL SYST #18-PK-095	14,005.67	27,700.00	13,694.33	50.56%	13,600.00	In progress - Q3 2020 completion
190053	GEBP 3&4 LAND/IMPROV AMENITY #19-PK-082	0.00	4,700,000.00	4,700,000.00	0.00%	4,700,000.00	In progress - Q1 2020 completion - subdivision
990031	PARKS INFRASTRUCTURE #10-PK-003	108,354.74	283,500.00	175,145.26	0.00%	175,100.00	In progress - Q3 2020 completion
8600 Total	Parks	180,621.13	5,508,000.00	5,327,378.87	3.28%	5,326,900.00	
000018	RECREATION MISC EQUIPMENT #08-RE-001	55,669.22	89,400.00	33,730.78	0.00%	33,700.00	In progress - Q1 2020 completion
8630 Total	Recreation	55,669.22	89,400.00	33,730.78	62.27%	33,700.00	
120005	ARENA BLDG & EQUIPMENT #13-AR-100	184,596.07	294,600.00	110,003.93	0.00%	110,000.00	In progress - Q3 2020 completion
180004	HERITAGE HALL HVAC&MISC LIFEC #18-FA-092	28,625.50	80,800.00	52,174.50	35.43%	52,100.00	In progress - Q3 2020 completion
190004	COTTONWOOD PARK SEPTIC SYSTEM #19-FA-007	24,171.64	117,100.00	92,928.36	20.64%	92,900.00	In progress - Q2 2020 completion
990028	REC FACILITIES MNTC & UPGRDES #13-FA-069	205,675.44	253,600.00	47,924.56	0.00%	47,900.00	In progress - Q2 2020 completion
8640 Total	Recreation & Culture Facilities	443,068.65	746,100.00	303,031.35	59.38%	302,900.00	
170008	ARTS AND SPECIAL EVNTS STRTUP #17-AC-078	46,979.46	69,200.00	22,220.54	0.00%	22,200.00	In progress - Q2 2020 completion
180085	COMMUNITY ART PROJECT #18-AC-083	0.00	19,400.00	19,400.00	0.00%	9,400.00	Q3 2020 completion
180088	ART STORAGE AREA & SUPPL #18-AC-086	0.00	10,000.00	10,000.00	0.00%	10,000.00	In progress; Q2 2020 completion
180089	LIGHTING & SOUND SYSTEM #18-AC-088	0.00	10,000.00	10,000.00	0.00%	10,000.00	In progress; Q3 2020 completion
180096	BC HYDRO BOX DECORATIVE WRAPS #18-AC-090	48,139.90	62,000.00	13,860.10	77.65%	13,800.00	In progress - Q3 2020
8660 Total	Culture	95,119.36	170,600.00	75,480.64	55.76%	65,400.00	
Grand Total		7,769,690.02	24,546,400.00	16,776,709.98	31.65%	16,708,600.00	