

January 30, 2017

2017-2021 Financial Plan



2017-2021 Financial Plan Presentation

1. Chief Administrative Officer - Welcome
2. Chief Financial Officer
 - Budget Schedule Review
3. Operations/Engineering
 - Capital Projects - Continuation
4. Operations
 - Operating Budgets – Deferred to next workshop



2017-2021 FINANCIAL PLAN SCHEDULE - UPDATE

January 16, 2017 1:00 pm	Council Workshop	Budget Process Overview - Capital Budget Presentation
January 16, 2017	Regular Council Meeting	Early Budget Approvals for Capital Projects from 1:00 pm presentation
January 30, 2017 1:00 pm	Council Workshop	Capital budget presentations - continued Operations budget presentations by management
February 6, 2017 11:00 am	Council Workshop	Operations budget presentations – continued 2017-2021 Revenue projections
February 14, 2017 1:00 pm	Council Workshop	Review operating budgets and revenue requirements
February 27, 2017 1:00 pm	Council Workshop	Review & finalize tax and utility rates
March 13, 2017	COTW	Introduction of the 2017-2021 Financial Plan Bylaw
March 20, 2017	Potential Workshop	Potential Workshop – possibly amend 20 year cap plan due to grant announcements
March 27, 2017	Regular Council Meeting	1 st , 2 nd and 3 rd reading 2017-2021 Financial Plan Bylaw
April 10, 2017	COTW	Introduce 2017 Tax Rates Bylaw
April 10, 2017	Regular Council Meeting	Adopt 2017-2021 Financial Plan Bylaw
April 24 2017	Regular Council Meeting	1 st , 2 nd and 3 rd readings 2017 Tax Rates Bylaw
Early May 2017 TBA	Special Meeting	Adopt 2017 Tax rates
May 15, 2017		Deadline to adopt 2017-2021 Financial Plan Bylaw and Tax Rates Bylaw

2017-2021 FINANCIAL PLAN SCHEDULE

- NEXT COUNCIL WORKSHOP
- FEBRUARY 6 – 11:00 AM
 - Operations Budget Presentations
 - Engineering & Planning
 - Corporate Services
 - Public Works & Utilities
 - 2017 – 2021 Revenue Projections

January 30, 2017

2017-2021 Financial Plan

Capital Projects - Continued



Remaining Capital Projects





2017 Capital Budget

January 30, 2017

Sections

- **Projects carried forward from 2016**
- **Projects discussed at the early budget approval**
- **Projects to be discussed at the next meeting**



Carry forward from

Project name	Amount	Reserves	Debt	Grants
Silver Kettle Sidewalk	\$ 150,000.00	\$ 150,000.00		
West Side Fire Protection / Well #2a	\$ 928,784.00	\$ -	\$ 928,784.00	
Wastewater Treatment Plant UV	\$ 457,675.00	\$ 151,009.00		\$ 306,666.00
Riverside Reconductor	\$ 7,394.97	\$ 7,394.97		
Headworks Grinder	\$ 34,343.30	\$ 34,343.30		
Water/Sewer Scada	\$ 11,149.00	\$ 11,149.00		
Residential Water Meter Project	\$ 22,537.74	\$ 22,537.74		
Well #3 Pump and Motor	\$ 13,981.06	\$ 13,981.06		
3rd Street Sewer Main Repair	\$ 35,308.81	\$ 35,308.81		
5th Street Watermain Replacement	\$ 312,427.97	\$ 312,427.97		
Electrical Substation Engineering	\$ 48,709.07	\$ 48,709.07		
Public Works Fuel Tanks	\$ 75,000.00	\$ 75,000.00		
Whispers of Hope Roof	\$ 15,000.00	\$ 15,000.00		
5 tonne Dump Truck	\$ 250,000.00	\$ 250,000.00		
T-Tech trailer	\$ 13,679.40	\$ 13,679.40		
GIS Phase 2	\$ 2,759.20	\$ 2,759.20		
Subtotal - 16 Projects	\$ 2,378,749.52	\$ 1,143,299.52	\$ 928,784.00	\$ 306,666.00

Riverside Reconductor

- **To improve system efficiency**
- **Carry forward \$ 7,395**
- **99%**
- **The new lines are in place but there may be some cleanup or outstanding work to finalize the project.**



Headworks Grinder

- **Reduces maintenance cost of the WWTP**
- **\$ 34,343**
- **80%**
- **The auger screener was installed, the clarifier aeration tank were drained and cleaned, and a structural engineering report was completed with recommendations for maintenance.**



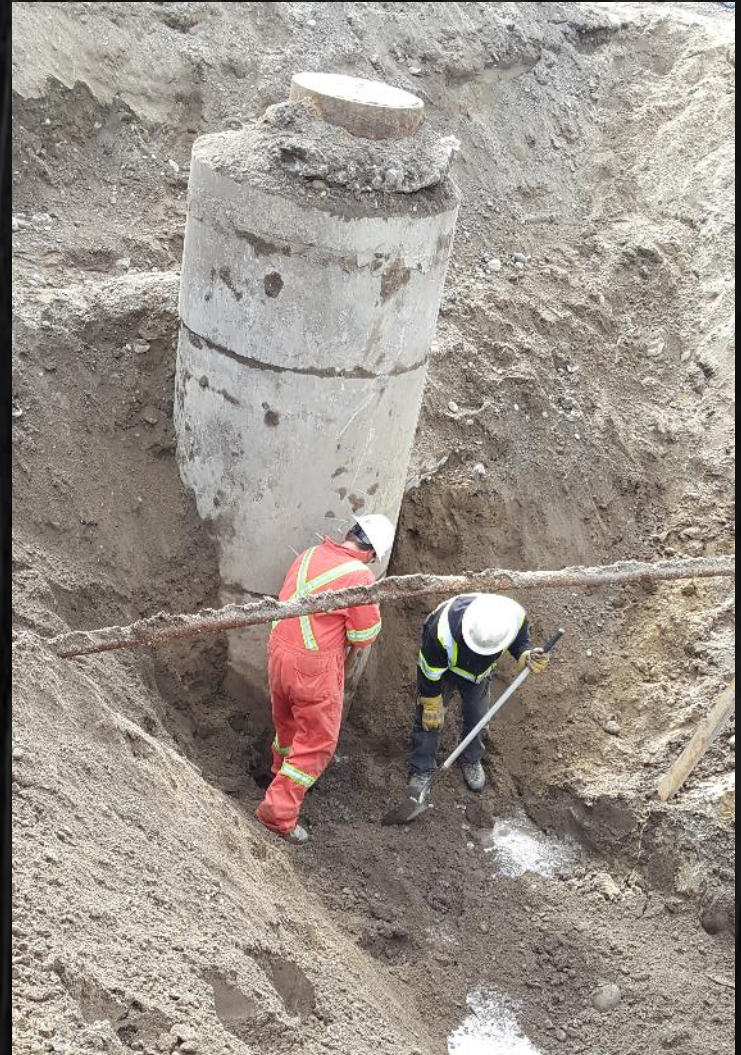
Water Meters

- To reduce water consumption and prolong infrastructure life
- \$22,538
- 99% complete
- All current accounts in the City have been connected.



3rd St Sewer Main

- To improve service level for business
- \$ 35,309
- 90%
- Most of the repair was completed but some additional items were identified during work that need to be addressed.



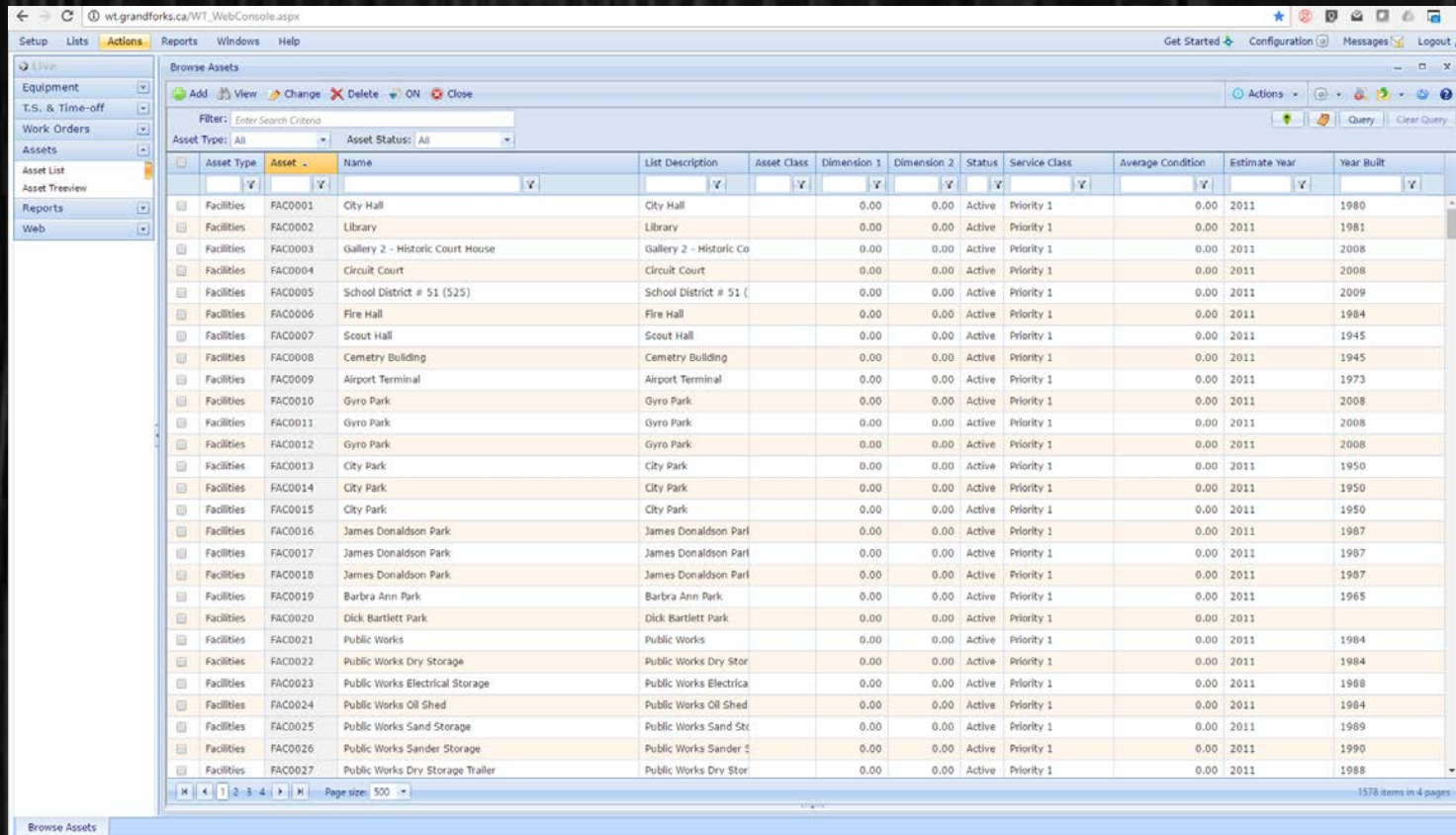
T-Tech Trailer

- To replace an aging asset so that service levels are maintained
- \$ 13,679
- 75%
- The trailer has been delivered but it needs to have proper safety and corporate markings applied.



GIS Phase 2 / Asset management software

- Ongoing implementation of Asset Management System
- Ensuring asset management data for infrastructure
- \$2,759 remaining of \$15,000



The screenshot displays the 'Browse Assets' web application. The interface includes a sidebar with navigation options like 'Equipment', 'T.S. & Time-off', 'Work Orders', 'Assets', 'Asset List', 'Asset Treeview', 'Reports', and 'Web'. The main area shows a table of assets with columns for Asset Type, Asset ID, Name, List Description, Asset Class, Dimensions, Status, Service Class, Average Condition, Estimate Year, and Year Built. The table lists various city facilities such as City Hall, Library, and various parks, all with an 'Active' status and 'Priority 1' service class.

Asset Type	Asset	Name	List Description	Asset Class	Dimension 1	Dimension 2	Status	Service Class	Average Condition	Estimate Year	Year Built
Facilities	FAC0001	City Hall	City Hall		0.00	0.00	Active	Priority 1	0.00	2011	1980
Facilities	FAC0002	Library	Library		0.00	0.00	Active	Priority 1	0.00	2011	1981
Facilities	FAC0003	Gallery 2 - Historic Court House	Gallery 2 - Historic Co		0.00	0.00	Active	Priority 1	0.00	2011	2008
Facilities	FAC0004	Circuit Court	Circuit Court		0.00	0.00	Active	Priority 1	0.00	2011	2008
Facilities	FAC0005	School District # 51 (S25)	School District # 51 (0.00	0.00	Active	Priority 1	0.00	2011	2009
Facilities	FAC0006	Fire Hall	Fire Hall		0.00	0.00	Active	Priority 1	0.00	2011	1984
Facilities	FAC0007	Scout Hall	Scout Hall		0.00	0.00	Active	Priority 1	0.00	2011	1945
Facilities	FAC0008	Cemetery Building	Cemetery Building		0.00	0.00	Active	Priority 1	0.00	2011	1945
Facilities	FAC0009	Airport Terminal	Airport Terminal		0.00	0.00	Active	Priority 1	0.00	2011	1973
Facilities	FAC0010	Gyro Park	Gyro Park		0.00	0.00	Active	Priority 1	0.00	2011	2008
Facilities	FAC0011	Gyro Park	Gyro Park		0.00	0.00	Active	Priority 1	0.00	2011	2008
Facilities	FAC0012	Gyro Park	Gyro Park		0.00	0.00	Active	Priority 1	0.00	2011	2008
Facilities	FAC0013	City Park	City Park		0.00	0.00	Active	Priority 1	0.00	2011	1950
Facilities	FAC0014	City Park	City Park		0.00	0.00	Active	Priority 1	0.00	2011	1950
Facilities	FAC0015	City Park	City Park		0.00	0.00	Active	Priority 1	0.00	2011	1950
Facilities	FAC0016	James Donaldson Park	James Donaldson Parl		0.00	0.00	Active	Priority 1	0.00	2011	1987
Facilities	FAC0017	James Donaldson Park	James Donaldson Parl		0.00	0.00	Active	Priority 1	0.00	2011	1987
Facilities	FAC0018	James Donaldson Park	James Donaldson Parl		0.00	0.00	Active	Priority 1	0.00	2011	1987
Facilities	FAC0019	Barbra Ann Park	Barbra Ann Park		0.00	0.00	Active	Priority 1	0.00	2011	1965
Facilities	FAC0020	Dick Bartlett Park	Dick Bartlett Park		0.00	0.00	Active	Priority 1	0.00	2011	
Facilities	FAC0021	Public Works	Public Works		0.00	0.00	Active	Priority 1	0.00	2011	1984
Facilities	FAC0022	Public Works Dry Storage	Public Works Dry Stor		0.00	0.00	Active	Priority 1	0.00	2011	1984
Facilities	FAC0023	Public Works Electrical Storage	Public Works Electrica		0.00	0.00	Active	Priority 1	0.00	2011	1988
Facilities	FAC0024	Public Works Oil Shed	Public Works Oil Shed		0.00	0.00	Active	Priority 1	0.00	2011	1984
Facilities	FAC0025	Public Works Sand Storage	Public Works Sand Str		0.00	0.00	Active	Priority 1	0.00	2011	1989
Facilities	FAC0026	Public Works Sander Storage	Public Works Sander S		0.00	0.00	Active	Priority 1	0.00	2011	1990
Facilities	FAC0027	Public Works Dry Storage Trailer	Public Works Dry Stor		0.00	0.00	Active	Priority 1	0.00	2011	1988

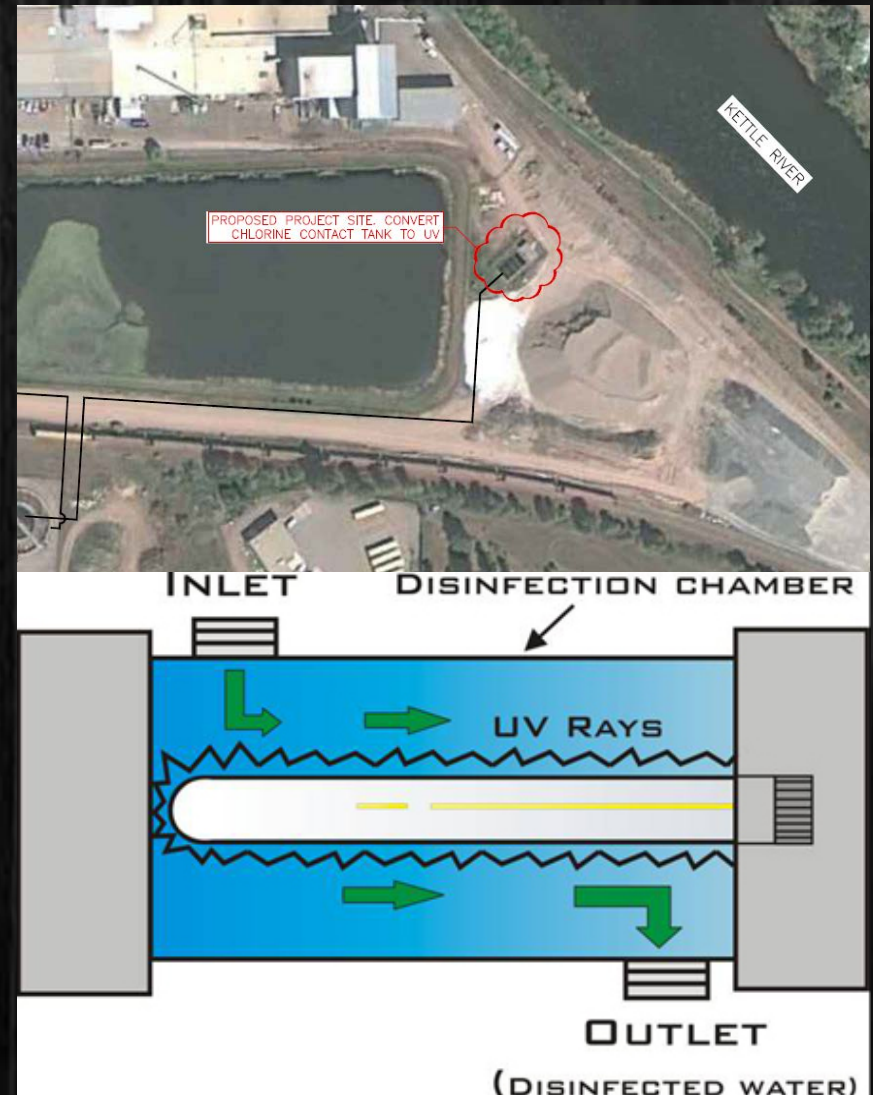
Well #3 Pump and Motor

- **Meet IHA request to improve security of the site (fencing)**
- **\$ 13,981**
- **Status**
- **The well motor was replaced and a Variable Frequency Drive was installed.**



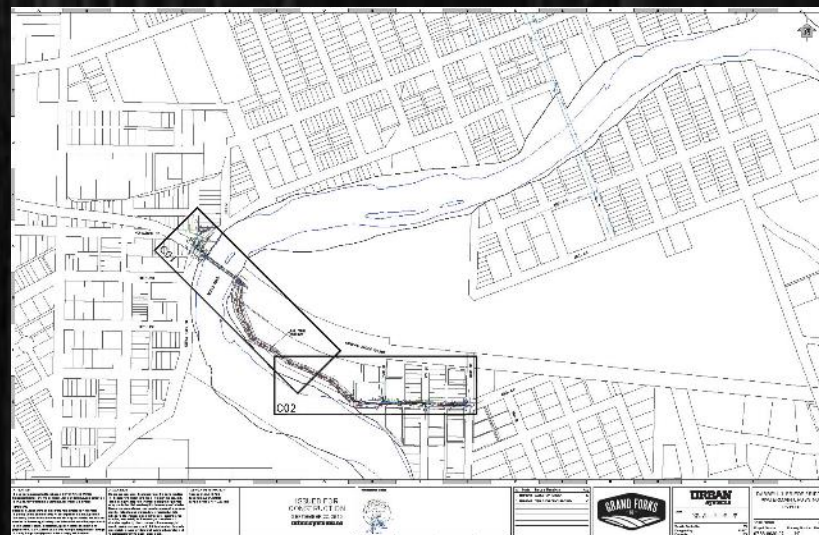
WWTP UV Disinfection

- Improve quality of discharge going to receiving waters
- Environmental Impact Assessment complete and engineering nearly complete
- Carry over \$457,675 of \$500,000 to complete the project



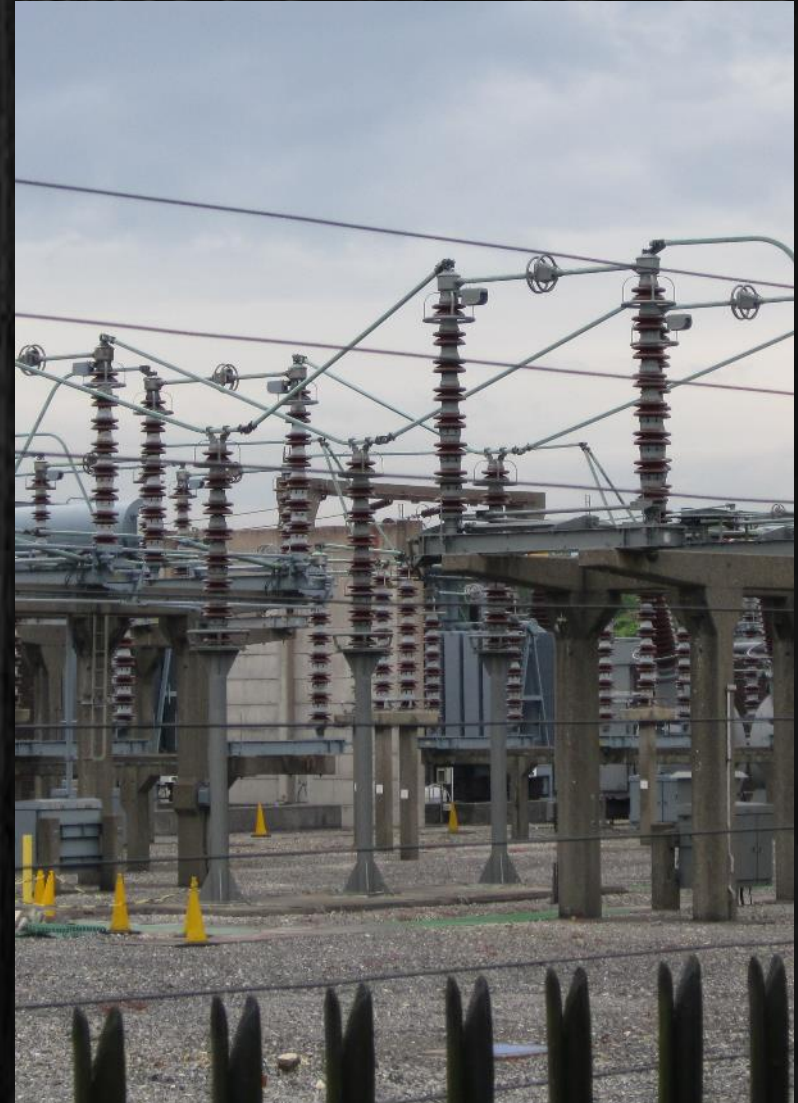
5th St Watermain

- Purpose is to ensure fire flows to industrial zone
- Service line no longer operational; two water mains at high risk; one has had leaks.
- Project is underway; bridge component and service tie-ins remain
- Carryover \$312,428



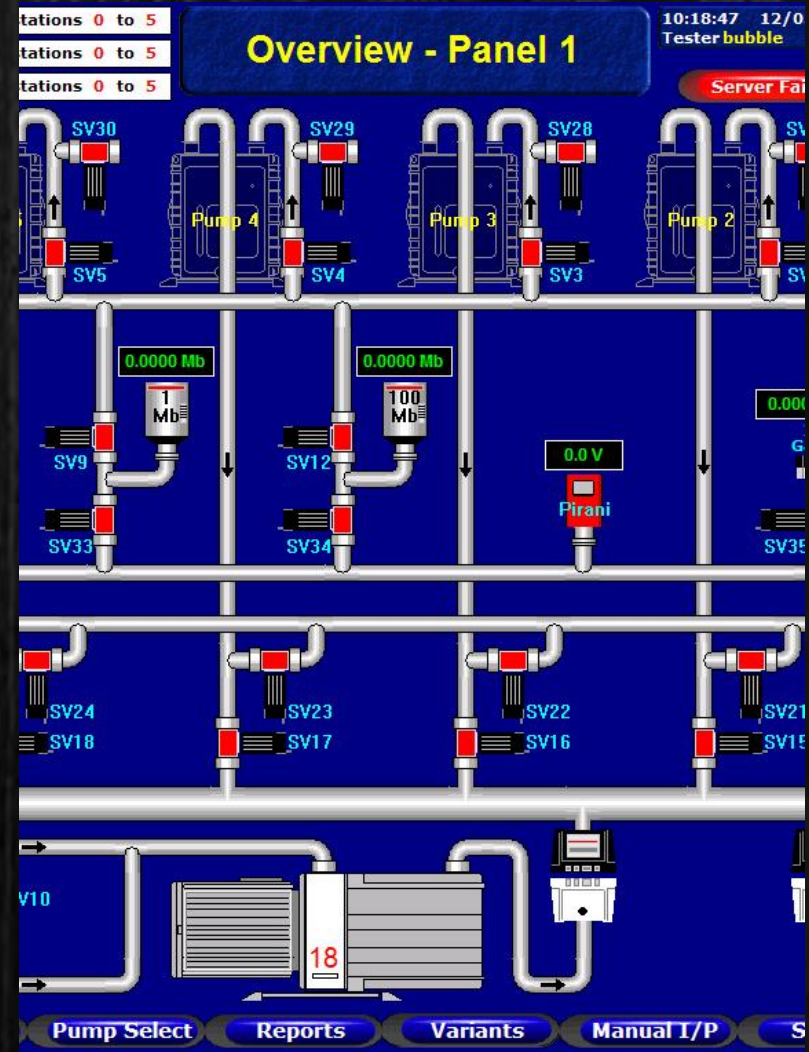
Electrical Substation Feasibility

- To explore potential reduced cost of the electrical system
- \$48,709
- 25%
- Section 90 of the Community Charter



Water and Sewer Scada

- To improve system efficiency
- \$ 11,149
- 20%
- The system was assessed and a list of improvements has been generated.



Whispers of Hope Roof

- **To maintain a City asset**
- **\$ 15,000**
- **20%**
- **The assessment has been completed but repairs have not been commissioned**



5 ton Dump Truck

- To replace an aging asset so that service levels are maintained
- \$ 250,000
- Not started



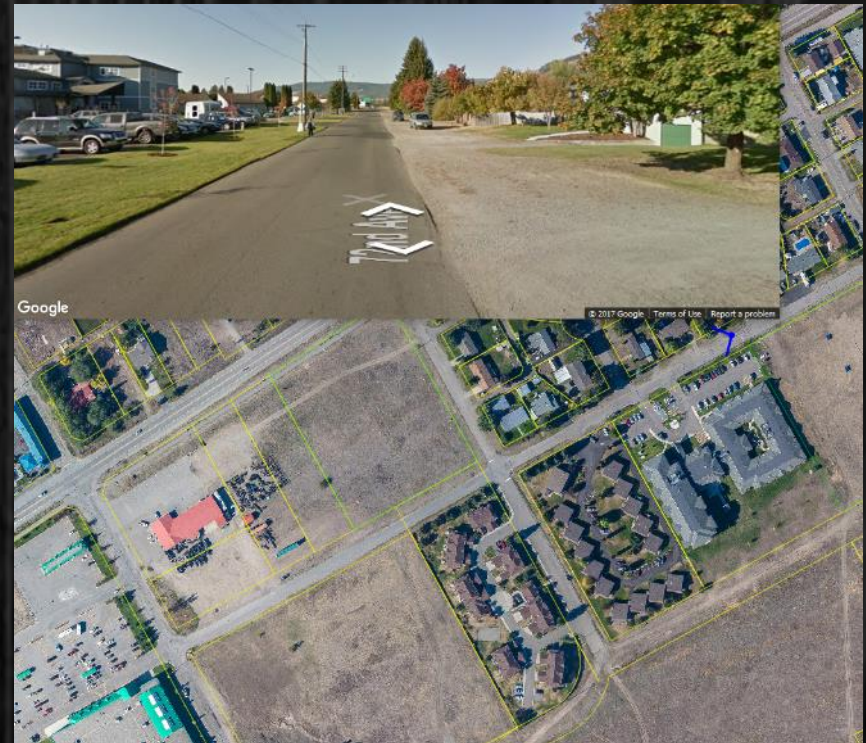
Public Works Fuel Tanks

- **To meet regulatory compliance**
- **\$75,000**
- **The tanks have been ordered**



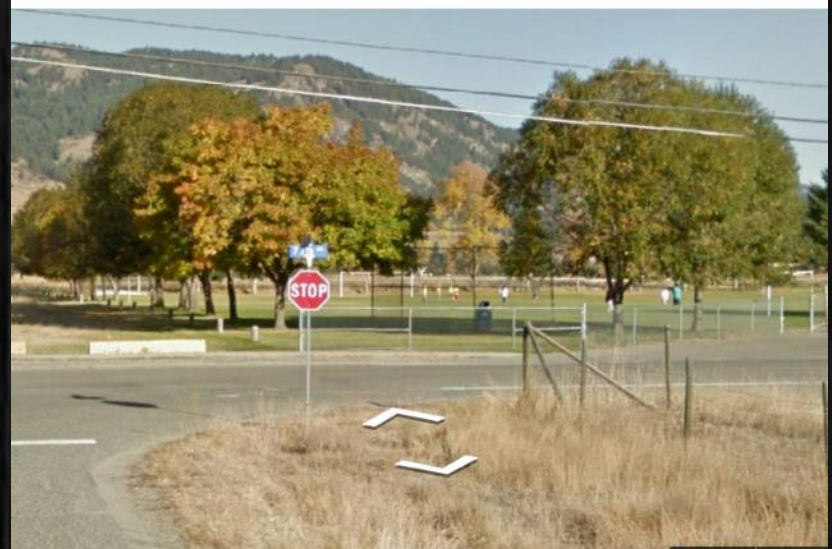
Silver Kettle Sidewalk

- **\$150,000 from Land Sales**
- **Supportive of Strategic Plan and SCP**
- **Request from Council due to sustained public interest**
- **Phase 1 is completion of asphalt pathway from in front of Silver Kettle to 27th St**



West side fire protection / well 2a

- Replacing Well 2 will increase service life of other wells and increase water system efficiency and performance.
- Improved security of West End water supply will support economic development
- Location of Well #2 adjacent Hutton School will support community engagement and education regarding water supply
- Increased flow in new well will improve water security and improve fire protection for community safety.
- \$928,784 – Implementation is grant-dependent – either 33% from borrowing or 100%, deferred. Project 2017-2018



Early Budget

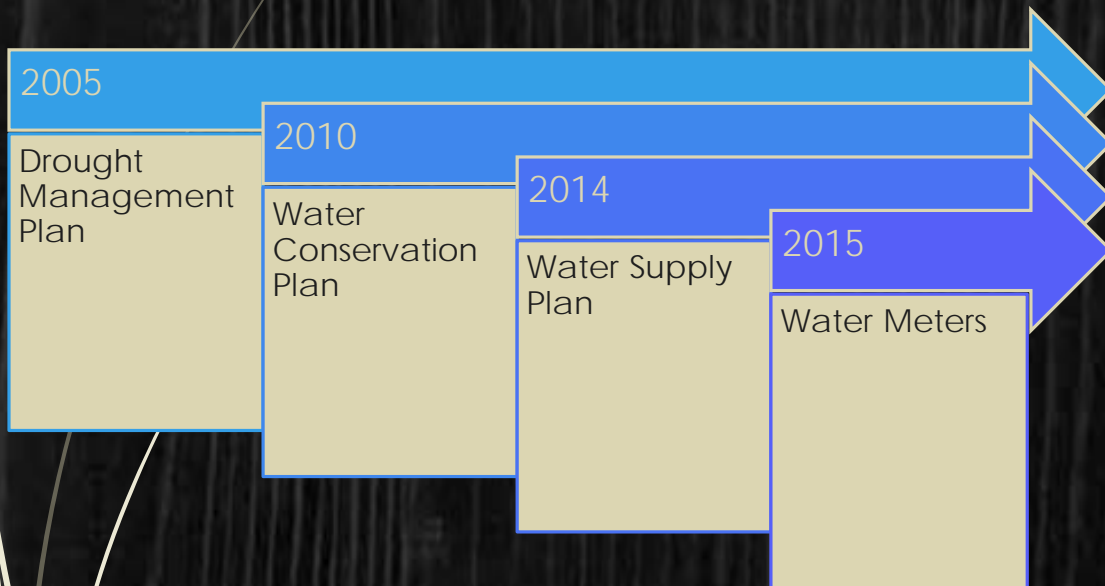
Project Name	Amount	Reserves	Debt	Grants
Water Supply & Conservation	\$ 11,500.00	\$ 11,500.00		
Sewer Lift Station Pumps	\$ 15,000.00	\$ 15,000.00		
Electrical System Upgrades	\$ 80,000.00	\$ 80,000.00		
Public Works - 22nd Street	\$ 750,000.00	\$ 250,000.00	\$ 500,000.00	
Wayfaring Signs	\$ 65,000.00	\$ 65,000.00		
LED Lighting	\$ 50,000.00	\$ 50,000.00		
Emergency Repair Fund	\$ 50,000.00	\$ 50,000.00		
Flood Plain Mapping & Dike Restoration	\$ 50,000.00	\$ 50,000.00		
Substation Engineering	\$ 500,000.00	\$ 500,000.00		
Holder Replacement	\$ 200,000.00	\$ 200,000.00		
Airport AWOS Upgrade	\$ 220,000.00	\$ 55,000.00		\$ 165,000.00
Subtotal - 11 Projects	\$ 1,991,500.00	\$ 1,326,500.00	\$ 500,000.00	\$ 165,000.00

Annual Emergency Repair Fund

- **Repairing aging infrastructure**
- **\$ 50,000**
- **Risk: 10**
- **Desired level of service: 8**
- **Affordability: 10**



Water Supply and Conservation Plan Update

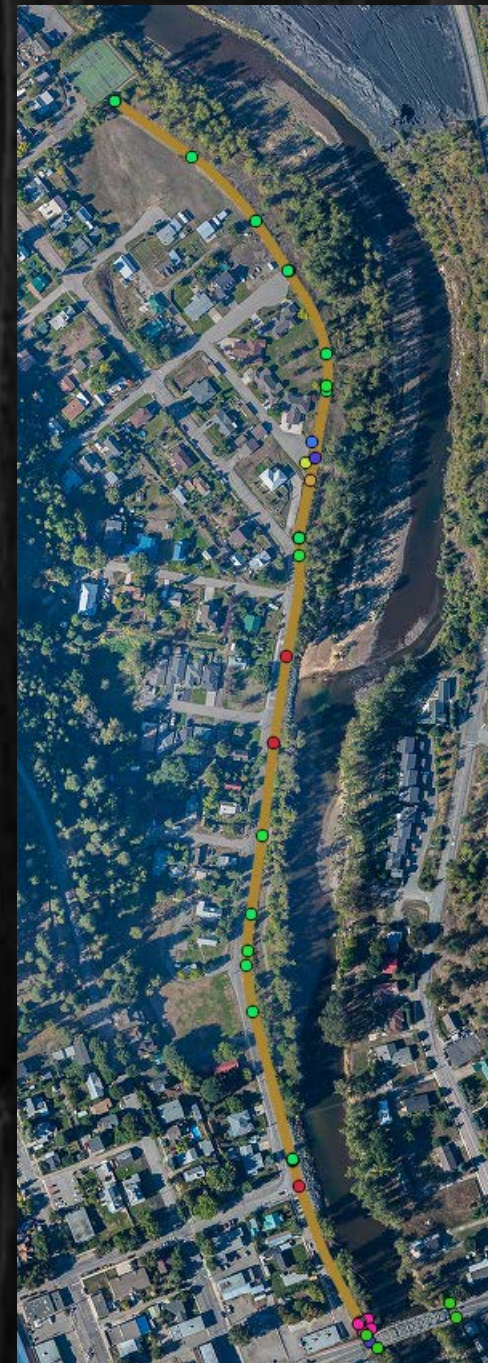


- \$11,500 from Capital Reserve total
- **Risk: 9/10**
- **Service level: 9/10**
- **Affordability: 10/10**
- **Regulatory and grant requirement and supports SCP and Strategic Plan**

Flood Plain

Mapping and Dike Assessment

- \$50,000 in 2017 from Capital Reserve for initial study
- Risk 10/10
- Service level 10/10
- Affordability 7/10
- High priority for strategic, SCP, and regulatory reasons
- Risk management / reduction



LED Street Lighting

- To reduce operational costs, to receive FortisBC rebates, and to ensure safety regulations are being met
- \$ 50,000
- Risk: 8
- Desired level of service: 9
- Affordability: 10



Existing Street Lights
(High Pressure Sodium)



Energy Efficient Street Lights
(Light Emitting Diode/LED)

Holder Replacement

- To maintain current service levels by replacing aging infrastructure
- \$ 200,000
- Risk: 8
- Desired level of service: 10
- Affordability: 8



Electrical System Upgrades

- To improve safety and promote development
- \$ 80,000
- Risk: 9
- Desired level of service: 8
- Affordability: 8



Lift Station Pumps

- To reduce maintenance costs
- \$ 15,000
- Risk: 5
- Desired level of service: 10
- Affordability: 10



Airport AWOS upgrade



**Automated Weather
Observation System -
replaces system no longer
supported by its
manufacturer**

\$220,000 from Capital

8/10 risk

7/10 level of service

8/10 affordability

**Meets regulatory and OCP /
strategic priorities.**



22nd St Multi-Utility

\$750,000 from debt and gas tax

Risk: 5/10

Level of service: 10/10

Affordability: 5/10

No regulatory priority but aligns with OCP and Strategic priorities



Wayfinding Signs

- Council priority and to increase traffic to local businesses
- \$65,000 from Slag Reserve
- Risk: 1/10
- Level of service: 7/10
- Affordability: 10/10
- Not required for regulatory but aligns with OCP and Strategic Plan



Remaining Capital

Project Name	Amount	Reserves	Debt	Grants	Other
City Park Lift Station Upgrade	\$ 15,000.00	\$ 15,000.00			
Bio-Solids Land Application Plan	\$ 25,000.00	\$ 25,000.00			
Sewer Main Relining	\$ 25,000.00	\$ 25,000.00			
Public Works Upgrades	\$ 20,000.00	\$ 20,000.00			
JD Park Stadium Padding	\$ 15,000.00	\$ 15,000.00			
Service Truck Replacement	\$ 60,000.00	\$ 60,000.00			
PW Photocopier	\$ 15,000.00	\$ 15,000.00			
Expo Sign changes	\$ 35,000.00	\$ 35,000.00			
Wastewater Treatment Plant Upgrades	\$ 4,010,000.00	\$ 682,000.00		\$ 3,328,000.00	
Sewer Phasing Plan	\$ 100,000.00	\$ 17,000.00		\$ 83,000.00	
Library HRV	\$ 12,000.00	\$ -			\$12,000.00
Subtotal - 11 Projects	\$ 4,332,000.00	\$ 909,000.00	\$ -	\$ 3,411,000.00	\$12,000.00

Bio-Solids Land Application Plan

- **Must have in place to enable de-sludging – will loss of capacity will affect permit conditions and required for future plant upgrades**
- **\$25,000 from Capital**
- **Risk: 10/10**
- **Level of service: 10/10**
- **Affordability: 10/10**
- **Regulatory and OCP alignment**



Sewer Main Relining

- To reduce the risk of potential backups and the associated liability
- \$ 25,000
- Risk: 9
- Desired level of service: 8
- Affordability: 8



Wastewater Treatment Plant Upgrades



URBAN
systems
urbansystems.ca



Client/Project
CITY OF GRAND FORKS
MULTI-UTILITY PRIORITIES ASSET MANAGEMENT
Scale Date Page
rfs MAY 2014 4.2
0716.0015.01 Title
**WASTEWATER TREATMENT PLANT ASSESSMENT
PROPOSED UPGRADE**

**\$682,000 local contribution
from Capital of \$4,010,000
grant-supported total**

Risk: 6/10

Level of service: 8/10

Affordability: 10/10

**Regulatory requirement and
aligned with OCP and
Strategic priorities**

Sewer Phasing Plan

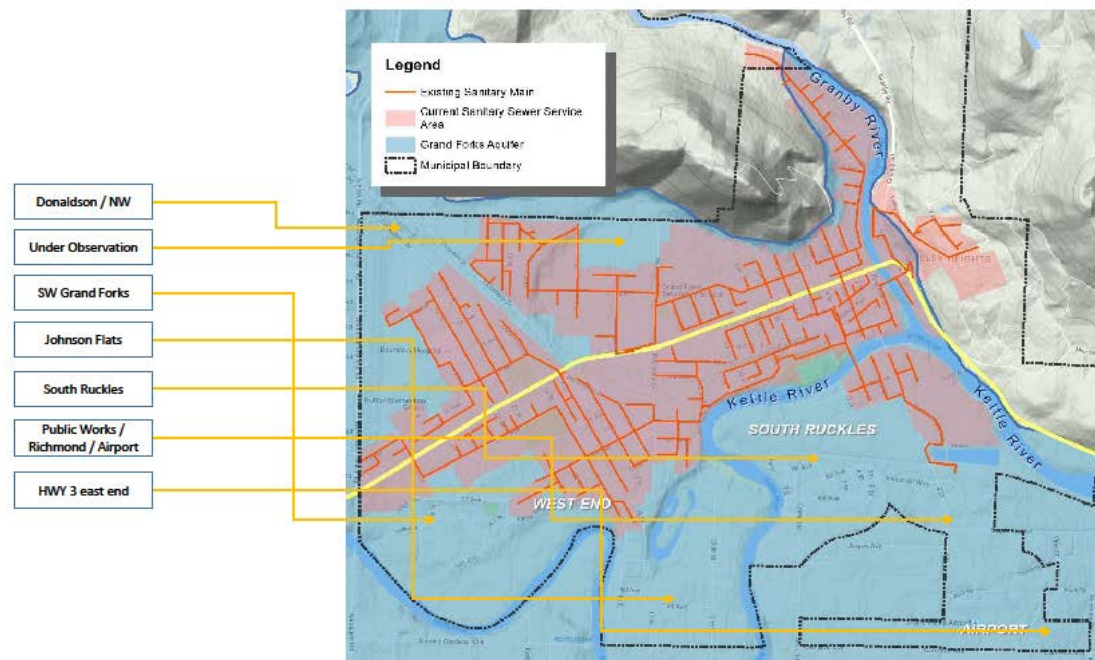
\$17,000 local contribution of \$100,000 grant-supported total

Risk: 7/10

Level of service: 5/10

Affordability: 10/10

Not a current regulatory requirement but strong alignment with the OCP and strategic plan



Public Works Photocopier

- **To replace aging assets and maintain information technology function**
- **\$15,000 from Capital**
- **Risk: 5/10**
- **Level of Service: 7/10**
- **Affordability: 10/10**



JD Park Stadium Padding

- **To improve safety of the ball park**
- **\$ 15,000**
- **Risk: 8**
- **Desired level of service: 5**
- **Affordability: 8**



Expo sign changes

\$35,000

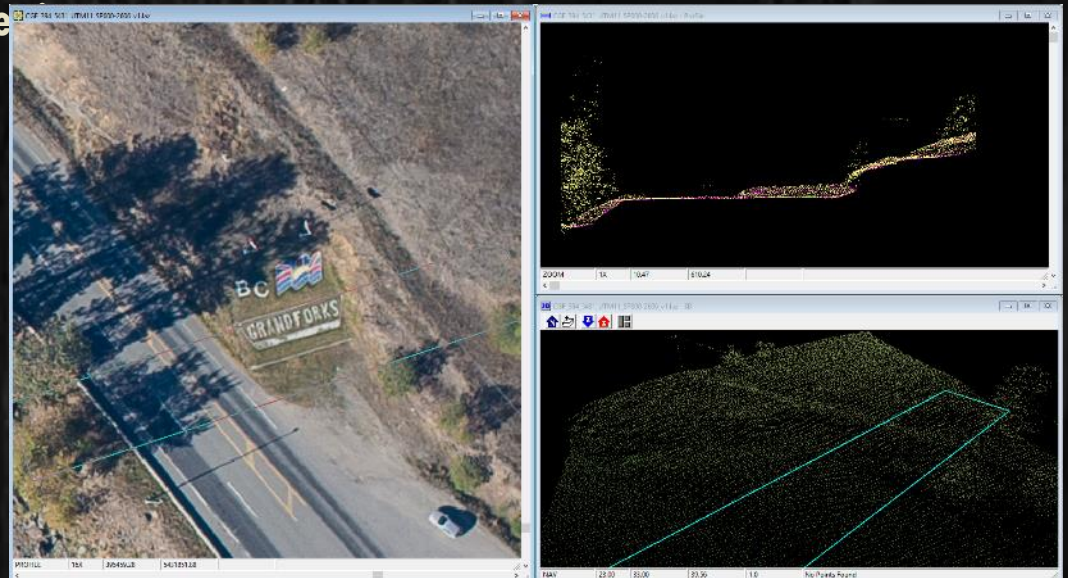
Risk: 5/10

Level of service: 10/10

Affordability: 5/10

Not required for regulatory purposes

Aligned with OCP and Strategic priorities



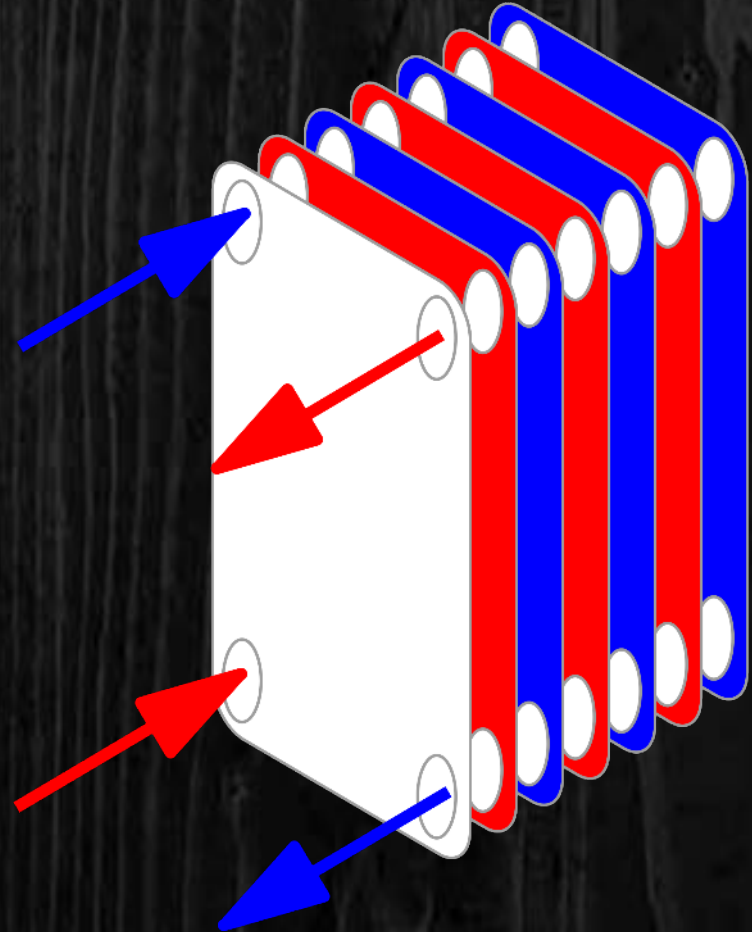
Public Works Upgrades

- **To convert inside lights to LED and upgrade existing infrastructure**
- **\$20,000**
- **Risk: 2**
- **Desired level of service: 7**
- **Affordability: 10**



Library Heat Recovery Ventilation

- To improve air quality without venting heat
- \$ 12,000
- Risk: 7
- Desired level of service: 7
- Affordability: 5



3/4 ton Truck

- To replace an aging asset
- \$ 60,000
- Risk: 3
- Desired level of service: 8
- Affordability: 5



City Park Lift Station Upgrade

- To reduce odour and upgrade aesthetics
- Risk: 5
- Desired level of service: 10
- Affordability: 1



Capital Projects – Summary & Funding

2016 Carry-over Projects	Amount	Funded From			
		Reserves	Debt	Grants	Other
Silver Kettle Sidewalk	150,000	150,000			
West Side Fire Protection / Well #2a	928,784	0	928,784 >>>		
Wastewater Treatment Plant UV	457,675	151,009		306,666	
Riverside Reconductor	7,395	7,395			
Headworks Grinder	34,343	34,343			
Water/Sewer Scada	11,149	11,149			
Residential Water Meter Project	22,538	22,538			
Well #3 Pump and Motor	13,981	13,981			
3rd Street Sewer Main Repair	35,309	35,309			
5th Street Watermain Replacement	312,428	312,428			
Electrical Substation Engineering	48,709	48,709			
Public Works Fuel Tanks	75,000	75,000			
Whispers of Hope Roof	15,000	15,000			
5 tonne Dump Truck	250,000	250,000			
T-Tech trailer	13,679	13,679			
GIS Phase 2	2,759	2,759			
Subtotal - Carry-over Projects	2,378,750	1,143,300	928,784	306,666	

Capital Projects – Summary & Funding

	Amount	Reserves	Funded From		
			Debt	Grants	Other
2017 Early Budget Approval Projects					
Water Supply & Conservation	11,500	11,500			
Sewer Lift Station Pumps	15,000	15,000			
Electrical System Upgrades	80,000	80,000			
Public Works - 22nd Street	750,000	250,000	500,000		
Wayfaring Signs	65,000	65,000			
LED Lighting	50,000	50,000			
Emergency Repair Fund	50,000	50,000			
Flood Plain Mapping & Dike Restoration	50,000	50,000			
Substation Engineering	500,000	500,000			
Holder Replacement	200,000	200,000			
Airport AWOS Ugrade	220,000	55,000		165,000	
Subtotal - Early Budget Approval	1,991,500	1,326,500	500,000	165,000	

Capital Projects – Summary & Funding

	Amount	Reserves	Funded From		
			Debt	Grants	Other
2017 Remaining Projects					
City Park Lift Station Upgrade	15,000	15,000			
Bio-Solids Land Application Plan	25,000	25,000			
Sewer Main Relining	25,000	25,000			
Public Works Upgrades	20,000	20,000			
JD Park Stadium Padding	15,000	15,000			
Service Truck Replacement	60,000	60,000			
PW Photocopier	15,000	15,000			
Expo Sign changes	35,000	35,000			
Wastewater Treatment Plant Upgrades	4,010,000	682,000		3,328,000	
Sewer Phasing Plan	100,000	17,000		83,000	
Library HRV	12,000	0			12,000
Subtotal - Remaining Projects	4,332,000	909,000		3,411,000	12,000
GRAND TOTAL	8,702,250	3,378,800	1,428,784	3,882,666	12,000

Capital Projects – Summary & Funding

- West Side Fire Protection
 - Awaiting decision on grant application
 - Debt funding is in place – Bylaw 1922/1951
- 22nd Street
 - Debt funding is in place – Bylaw 1923/1988
 - Proposed funding - \$500,000 debt; \$250,000 from reserves

Capital Projects – Summary & Funding

Reserves

Est. balance Jan 1, 2017	\$4,193,700
Approx. 2017 additions	460,000
Available from surplus	<u>2,000,000</u>
Available for capital expenditures	\$6,653,700
Capital funding as presented	<u>(3,378,800)</u>
Reserve balance	\$3,274,900