

DATE OF MEETING SEPTEMBER 13, 2023

AUTHORED BY COLIN DAL-SANTO, PROJECT ACCOUNTANT

SUBJECT QUARTERLY BUDGET TRANSFER REPORT

OVERVIEW

Purpose of Report:

To advise the Finance and Audit Committee of any budget transfers requiring disclosure for the period 2023-JAN-01 to 2023-JUNE-30.

BACKGROUND

The City's budget transfer policy requires disclosure of budget transfers that result in a new project over \$75,000 and at the discretion of the Director, Finance disclosure of budget transfers over \$100,000 or budget transfers that result in the delay or cancellation of a project. Information reports to the Finance and Audit committee were previously completed monthly to meet this requirement. These reports will now be consolidated and done on a quarterly basis. This first report includes both Q1 and Q2 of 2023.

DISCUSSION

CCTV Van

The original unit purchased by the City did not meet the weight requirements to allow for the customizations required to put the unit into service or for future upgrades. The City traded in the unit and was credited \$106,200 towards a larger unit, however an additional \$69,750 was required to complete the trade in. The replacement of a 2012 Ford F550 Truck was delayed to 2024 to fund the shortfall.

Fleet Units Replacement with EV Trucks

Two fleet units, a 2009 Dodge Ram 2500 and a 2006 GMC 3500 Sierra, were budgeted to be replaced in 2023 for \$53,500 and \$60,000 respectively. Two Ford Lighting EV trucks were purchased with the total cost, including the required upfitting, exceeding the budget by \$31,600 and \$27,300. The cost of vehicles and their upfitting has substantially increased since Covid-19. The replacement of a 2011 Ford F350 was delayed to 2024 to fund the shortfall.

Electric-Powered Vacuum Cleaner

In response to requests to increase the cleaning capacity in and around the downtown core the sanitation department, after testing the unit in various locations in the City, purchased a prototype electric-powered vacuum cleaner. The \$32,800 purchase price was funded by cancelling the Townsite Cemetery Gateway & Pagoda Repairs project as the repairs significantly exceeded the allocated budget. The Pagoda project is currently being re-evaluated and will be re-budgeted at

a future date. Any remaining funding from the Pagoda project will be transferred to cover other budget shortfalls.

Westwood Lake Improvements Phase 1

An additional \$168,000 in funding was required due to increased excavation and gravel required due to poor soils encountered during construction. The additional cost was funded by the cancellation of two projects. The Kinsmen Park Playground equipment project was cancelled due to escalating costs and the need to review the prioritization of playground replacement. The Railing Replacement Pioneer Plaza Phase 2 was cancelled as the high priority safety concerns have been addressed and the remaining work can be delayed.

Cottle Lake Raised Boardwalk

This project was tendered in 2022 and did not receive any submissions. It was tendered again in the spring of 2023 and only received one bid which was substantially higher than the budget. Negotiations with the contractor around the project scope and materials reduced the costs; however, even with these reductions the project required an additional \$109,300. The additional funding was reallocated by reducing the scope on several projects not started and the cancellation of the resurfacing of the Bowen Park Tennis Courts which will be re-budgeted in a future year. |

FINANCIAL CONSIDERATIONS

The additional funding for the above projects was funded by reallocating resources within the approved 2023 – 2027 Financial Plan. |

SUMMARY POINTS

- Information reports for budget transfers of note will now be disclosed on a quarterly basis.
- All funding was found within the approved 2023 budget.

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