

DATE OF MEETING OCTOBER 18, 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-JULY-31 to 2023-SEPT-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. This report covers Q3 of 2023. |

## **DISCUSSION**

### **Meredith Street Watermain**

In August of this year, the City experienced three breaks along one section of watermain on Meredith Street. Funding in the amount of \$86,650 was transferred from the water contingency budget to begin design work so that construction can be undertaken in a timely manner reducing the risk of future breaks. Construction is planned for 2024 and the 2024-2028 Draft Project plan reflects the addition of this project.

### **Comox Road Paving – Wall St to Wallace St**

This section of Comox Road was planned as a patching project, however based on further investigation showed that the road was in worse shape than originally anticipated. The road condition and continuous heavy traffic on this stretch of Comox indicated that a complete resurfacing was required. Additional funds of \$261,600 were transferred to the project from the Bowen Road rehab project that came in underbudget.

### **Pine Street Patching – Comox Rd to Fitzwilliam St**

Upon further investigation it was determined that the planned project for patching on Pine Street was not required and that specific patching could be undertaken instead. Over the past few years, Public Works staff have increased their capabilities to take on larger scale projects such as the work identified on Pine St. On the basis of this, the scope of work was reduced and performed by Public Works staff under operating budgets. The \$125,000 originally budgeted for this project has now been transferred to various projects to cover budget overages.

### **12X60 Portable Office Building**

An opportunity arose when the lease for the trailer that part of the Purchasing department currently works out of as well as a trailer designated for first aid were set to expire. A cost comparison analysis of renting as opposed to purchasing a portable office building was completed showing that the City would save \$32,000 by purchasing the unit for a total of \$190,000. The funding was sourced by various projects that had come in under budget during the year, as well as the following projects which were cancelled:

- The road rehab on Old Victoria Road was cancelled because the sanitary sewer pipe under the areas being paved needs to be replaced. The sewer has been budgeted out in future years so the rehab project was cancelled in 2023 and will be completed with the sewer.
- It was determined that the trailer was of higher importance than the electric gator that was supposed to be purchased for the Public Works yard was . The project was cancelled in order to fund a significant portion of the portable office.
- With the Nanaimo Operations Center project progressing, the 2023 flooring replacement for the Public Works yard was cancelled. |

### **FINANCIAL CONSIDERATIONS**

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

### **SUMMARY POINTS**

- All funding was found within the approved 2023 budget.

#### **Submitted by:**

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#### **Concurrence by:**

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