

DATE OF MEETING MARCH 19, 2025

AUTHORED BY WENDY FULLA, DIRECTOR, FINANCE

SUBJECT 2024 Budget Carryforwards

OVERVIEW

Purpose of Report:

To provide the Finance and Audit Committee with a summary of the 2024 budgets carried forward to 2025.

BACKGROUND

At the end of each year where a project is not completed, or where a project was delayed or not started, budgets are carried forward to the following year.

Unspent project budgets, that are not carried forward, as project was completed or cancelled and were funded from general revenue contribute to operating surplus and unspent project budgets funded from reserves are returned to reserves to fund future projects.

Projects that are delayed or not started at year-end and are not anticipated to be undertaken in the following year are not carried forward.

DISCUSSION

The total 2024 budget carried forward from 2024 to 2025 was \$77,088,026, \$75,688,119 for projects and \$1,399,907 for operating.

Breakdown of Significant Carryforwards:

Project	Amount	Project Status @ Dec 31, 2024
Midtown Gateway Transportation & Utility Project	8,197,622	In progress
Townsite Area Utility Upgrades - Phase 1	6,560,620	In progress
Property Acquisition - 7 Projects	5,754,802	4 in progress, 3 substantially complete
Commercial Street Implementation Ph 1B	4,798,610	In progress
Loudon Park Improvements	4,776,602	In progress
Stadium District	4,535,872	In progress
Midtown Water Supply Upgrades	3,312,704	Substantially complete
Fire Fleet - 7 Units	3,532,341	All in progress
Westwood Lake Improvements	2,666,471	In progress
City Fleet - 18 Units	2,229,643	13 in progress, 2 substantially complete, 3 not started
Total	46,365,287	

A breakdown of all carryforwards is provided in the table below:

Division	Department/Area	2024 Budget	Total Cfw	Project Status of Cfwds by \$'s		
				Substantially Completed	In Progress	Delayed/Not Started
Administrative Services	City Administration	150,000	92,000	-	92,000	-
	Human Resource	35,905	4,809	-	4,809	-
	Legislative Services	112,950	5,000	-	5,000	-
Total Administrative Services		298,855	101,809	-	101,809	-
Community Services	Nanaimo Fire Rescue	7,458,138	5,391,644	12,150	4,553,038	826,456
	Police Services	5,444,604	4,528,364	16,497	4,511,867	-
	Public Safety	5,356,197	1,173,108	-	1,143,308	29,800
	PRC: Facility & Park Ops	26,311,871	16,269,837	357,521	14,637,839	1,274,477
	PRC: Recreation & Culture	5,627,668	2,255,508	138,719	1,672,942	443,847
Total Community Services		50,198,478	29,618,461	524,887	26,518,994	2,574,580
Corporate Services	Corporate & Business Development	18,495,374	7,017,343	197,109	6,739,834	80,400
	Corporate Services Admin	100,000	100,000	-	-	100,000
	Corporate Civic Facilities	245,373	132,939	1,751	19,188	112,000
	Finance	77,976	23,750	-	23,750	-
	Information Technology	4,473,245	826,763	1,751	770,312	54,700
Total Corporate Services		23,391,968	8,100,795	200,611	7,553,084	347,100
Planning & Development	Planning & Development	2,651,639	1,753,218	19,190	1,714,028	20,000
	Total Planning and Development	2,651,639	1,753,218	19,190	1,714,028	20,000
ENGPW	ENG PW	55,734,483	20,727,324	374,261	17,154,465	3,198,598
	Sewer	10,098,317	2,662,005	100,855	2,174,820	386,330
	Water	37,435,284	12,724,507	3,616,881	8,915,275	192,351
Total ENG PW		103,268,084	36,113,836	4,091,997	28,244,560	3,777,279
Total All		179,809,024	75,688,119	4,836,685	64,132,475	6,718,959
% of Total Carried Forward				6%	85%	9%

The reasons for projects being carried forward can vary year to year and may be impacted by a variety of factors including:

- Capacity constraints – internal staffing resource challenges including attraction of qualified staff for vacancies as well as vendor capacity (construction contractors).
- Delays in approvals – a variety of challenges may arise including community acceptance of project and regulatory or permitting approvals.
- Workplan changes - other priorities or opportunities may emerge during the year requiring staff to reprioritize work plans.
- Impact to services – minimize disruption to service to residents particularly facility projects that may impact facility users.
- Cash flow timing – the timing of project expenditures may not align with the forecast at the time the project budget was approved.

Included with the report is an attachment, which provides a breakdown of project carryforwards by department with the funding source.

CONCLUSION

The 2025 – 2029 Final Financial Plan Bylaw will reflect the revised 2025 budget amounts that include the 2024 budgets carried forward.

SUMMARY POINTS

- Each year, budgets for projects that are still in progress or were delayed/not started are carried forward to the following year.
- Total carryforwards from 2024 to 2025 was \$77,088,026, \$75,688,119 for projects and \$1,399,907 for operating.

ATTACHMENTS

Attachment A – 2024 Carryforwards Analysis: Breakdown by Department with Funding Source.

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