

2018 Budget – Workshop #4

December 18, 2017

Outline

- Review December 18th meeting
- Referred Higher Level Service Request
- Confirm the General Capital Budget and provide early budget approval for select projects
- Future meeting



Review of the December 11, 2017 meeting

Review

		2018 Proposed Budget
2018 Approved Financial Plan (2017-2022)		8,043,395
2018 Approved additional services		6,400
		<hr/>
		8,049,795
Nov 27th	Reduction in Capital Funding to 8%	- 131,214
Draft Budget Amount for 2018 – November 27		<hr/>
		7,918,581
Dec 4th	Higher Service Level Requests Approved (impacting taxation)	+ 37,224
Draft Budget Amount – December 4th		<hr/>
		7,955,805
Dec 11th	Additional funding for Volunteer Recognition & Lease amounts	+ 5,306
Draft Budget Amount – December 11th		<hr/>
		7,961,111

Impact on \$336,000 house

	2018 Proposed	2017	Difference
Taxes - municipal	1,692	1,655	+ 37
Water Parcel Tax	384	309	+ 75
Sewer Parcel Tax	<u>299</u>	<u>299</u>	<u>0</u>
	2,375	2,263	112

Does not include taxes for other agencies



Referred Higher Level Service Request

Higher Level Service Request

Development Services Technician (Planning Technician)

Justification

To assist applicants with process navigation, in-take files, assist with process improvements, respond to customer inquiries.

Aligns with Strategic Priority

Employment & Tax Diversity

Consequence of not funding:

Other department staff will continue to provide these functions which takes time from high-level work.

Estimated Cost

\$ 74,245 annually + CUPE increase;

Or \$37,123 for half a year

Funding

taxation

Estimate Tax increase

1.13% for a full year; 0.57% for half a year in 2017

Council Resolution options:



That Council include new funding for an additional position of Development Services Technician in the 2018 - 2022 Financial Plan.

----- OR -----

That Council include new funding for an additional position of Development Services Technician starting July 1, 2018 in the 2018-2022 Financial Plan.



General Capital – Early Budget Approval

General Government Services

- Photocopier
 - \$22,000
 - Taxation
- Water & Sewer Bylaw Rates Review
 - \$40,000
 - Carry Forward
- Website Upgrade
 - \$35,000
 - Carry Forward



Council Resolution Required

That Council direct staff to include the General Government projects for 2018 as presented in the 2018-2022 Financial Plan.

Development Services

- **Waterfront Zoning Update**
 - \$ 10,000
 - Gas Tax
 - Change in scope*
- **Waterfront Area Plan**
 - ~ \$ 3,500 (final meeting)
 - Waterfront Reserve
- **Land Use Approvals – initial phase**
 - ~ \$ 3,000 (Zoning)
 - Real Property
- **Open for Business**
 - (Developer Forum)
 - ~ \$17,000
 - Carry Forward
- **Waterfront Land Use Approvals:**
 - Creation of parcel
 - OCP amendment
 - \$ 15,000
 - Real Property/ Gas Tax



Council Resolution Required

That Council direct staff to include the Development Services projects for 2018 as presented in the 2018-2022 Financial Plan.

Waterfront Implementation

Subdivision Plan (pre-PLA)

\$10,000

Real Property

Transportation Review

\$ 60,000

Gas Tax/ Real Property Reserve

Change in scope

Servicing Study

\$ 85,000

Real Property Reserve/ Gas Tax

Economic Partnership

\$ 20,000

Development Reserve

Comprehensive Development Agreements

~\$ 39,500

Real Property Reserve



Council Resolution Required

That Council direct staff to include the Waterfront Implementation Plan projects for 2018 as presented in the 2018-2022 Financial Plan.

Parks, Recreation, Culture & Facilities (slide 1 of 2)

City Hall Office Renovation

\$ 21,000

Carry Forward

Fire Truck Bay

~ \$158,600

Carry Forward

RCMP – Storage container

\$ 10,000

RCMP Reserve

~~Playfield Bleacher Replacement~~

~~\$ 14,000~~

~~taxation~~

Air Conditioning System

\$ 10,000

taxation

Public Art Strategy

\$ 20,000

Taxation/reserves

Pool Surge Tank Upgrade

\$ 20,000

taxation

Emergency Generator PW

\$ 90,000

taxation

Amphitheatre Lid

\$ 10,000

Amphitheatre Reserve

FJCC Sports Lights

\$ 60,000

Carry Forward/ Gas Tax/ Donations

Swimming Pool Entrance stairs & slide

\$ 14,000

taxation

Parks, Recreation, Culture & Facilities (slide 2 of 2)

Aggie Parking & Playground

\$ 191,850

Carry Forward/Taxation (water fountain)/Gas Tax
Donations

First Ave Irrigation Vault

\$10,000

Taxation/ water

Recreation Software

\$ 25,000

Taxation / carry forward
Scope change

Golf Course Creek Crossing Stairs

\$ 10,000

taxation

Youth Strategy

\$ 25,000

carry forward

Tree Replacement Program

\$12,000

Grant/taxation

Aggie Floors

\$12,000

taxation

Holland Creek Switchback Trail

\$ 10,000

taxation

Hosting Summer Games – facility improvements

\$ 70,000

taxation

Spray Park Pump to irrigation

\$16,000

Water/ taxation





Council Resolution Required

A) That Council approve direct staff to include the Parks, Recreation & Culture Projects as presented for 2018 into the 2018-2022 Financial Plan; and

B) That Council provide early budget approval for the following projects:

- Golf Course Creek Crossing Stairs for \$10,000 with funding to come from taxation;
- Holland Creek Switchback Trail for \$10,000 with funding to come from taxation;
- Spray Park Pump to irrigation for \$16,000 with funding to come from water utility and taxation;
- Hosting Summer Games – facility improvements for \$ 70,000 with funding to come from taxation.

Public Works (slide 1 of 2)

4th Avenue Methuen to Belaire

\$ 1,233,542

Gas tax / Reserve / water & sewer reserves
Carry Forward

DCC Review

\$42,800

carry forward/ Taxation

Safety Upgrades to 1st

\$ 30,000

carry forward

Engineering & Constructions Standards

\$ 10,000

Rocky Creek Storm

\$ 100,000

Water / carry forward
Scope change

Rocky Creek Culvert (4th Ave)

\$ 750,000

gas tax
infrastructure reserve

GPS Reference Station

\$ 27,000

taxation

Dogwood – Holland Creek Bridge Inspection

\$ 10,000

taxation

Public Works (slide 2 of 2)

Equipment Replacement

\$ 289,000

Equipment Reserve

Asset Management – condition assessment

~ \$35,000

Carry forward

Clarke Road Storm

\$50,000

Gas tax

Storm Drainage

\$ 75,000

taxation

Sidewalk Replacement- Walkem

\$ 150,000

taxation/gas tax

Carpentry Tools & Self Retracting Lifeline & Tripod

\$15,000

Taxation, sewer & water utility

Storm water improvements to PW

\$ 35,000

Gas tax



Council Resolution Required

That Council approve direct staff to include the Public Works Projects as presented for 2018 into the 2018-2022 Financial Plan.

Council Resolution Required

That Council provide early budget approval for the following projects:

- Rocky Creek Storm for \$ 100,000 with funding from water utility and prior year;
- Rocky Creek Culvert (4th Ave) for \$ 750,000 with funding from gas tax and infrastructure reserve;
- Holland Creek Bridge Inspection (Dogwood Dr) for \$ 10,000 with funding from taxation;
- DCC Review for \$42,800 with funding from prior year and taxation;
- Equipment Replacement Purchases for \$ 289,000 with funding from the Equipment Reserve;
- Clarke Road Storm for \$50,000 with funding from Gas tax
- Storm water improvements to PW for \$ 35,000 with funding from Gas tax;
- Safety Upgrades to 1st for \$ 30,000 with funding from prior year;
- Asset Management – condition assessment for the remaining \$35,000 with funding from prior year.
- Carpentry Tools and Self Retracting Lifeline & tripod for \$15,000 with the funding to come from taxation, water and sewer utilities.



Utilities – Sewer

Inflow & Infiltration/ Main Replacement

\$60,000

Sewer utility

Stage 2 Environmental impact study

\$160,000

Sewer reserve

Sewer UV Pilot Study

\$100,000

Sewer reserve

Gill Road Lift Station

\$275,000

Sewer utility

SCADA System & Communications Upgrade

\$25,000

Water & Sewer utility

Compost Skidder

\$ 45,000

Sewer utility

Utilities – Water

Holland Lake Vegetation Control

\$20,000

Water utility

Stocking Lake Dam Repair

\$250,000

Water utility/ Water reserve

Holland Dam Storage Upgrade (design)

\$ 1,320,000

Water utility/ Water reserve

Change in scope

Water Meter Handheld Reader

\$10,000

Water utility

Water Filtration Project

\$ 8,000,000 (of \$14.8m)

Water meter & Vault (Stocking Lake)

\$50,000

Water reserve

Change in scope

Holland Dam feasibility study & tendering

\$95,000

Water reserve

Water Meter Replacements

\$50,000

Water Utility



Council Resolution Required

That Council approve direct staff to include the Water & Sewer Projects as presented for 2018 into the 2018-2022 Financial Plan.



Council Resolution Required

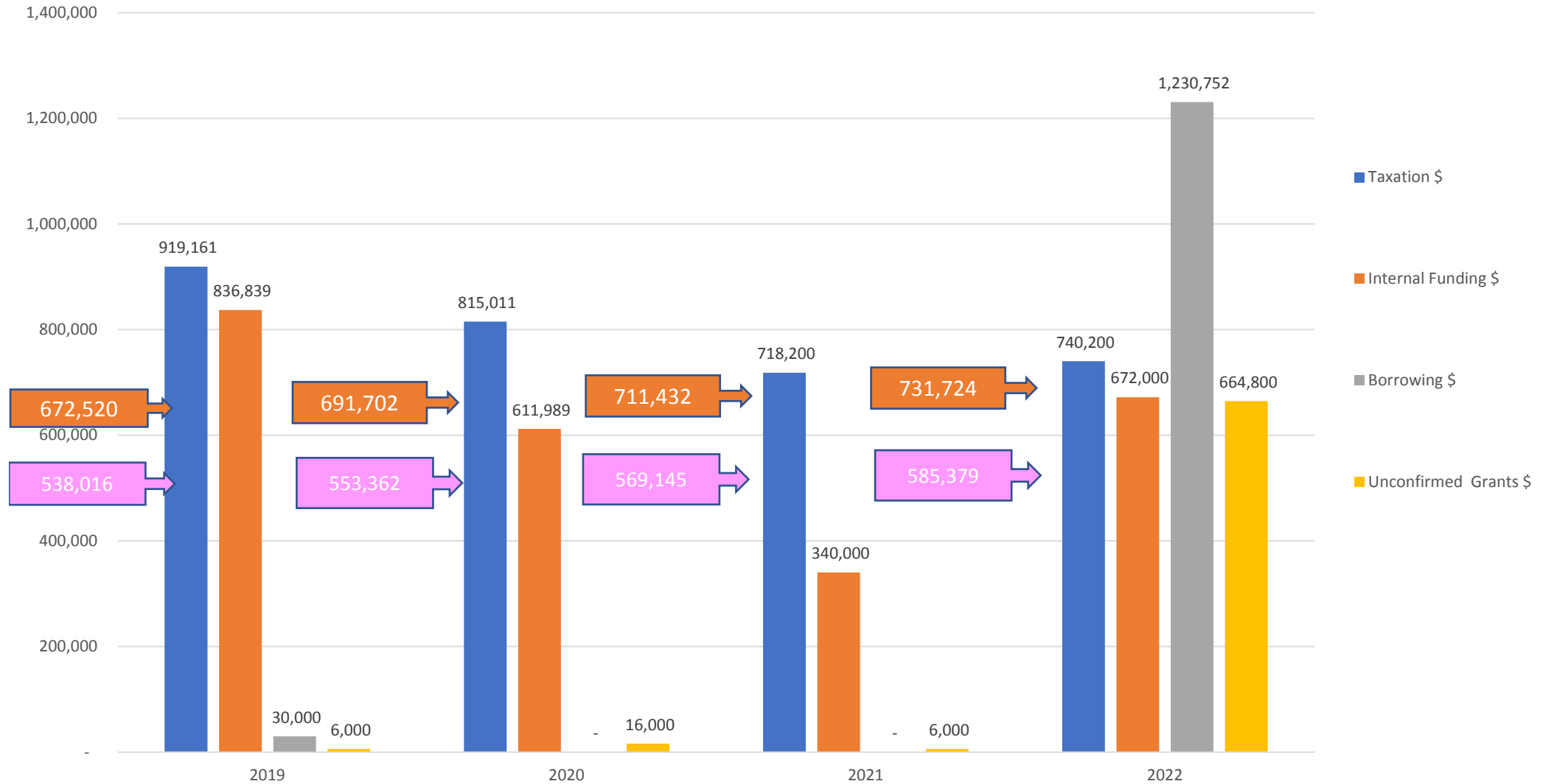
That Council provide early budget approval for the following projects:

- Compost Skidder for \$ 45,000 with funding from the sewer utility;
- Gill Road Lift Station for \$275,000 with funding from the sewer utility;
- Holland Lake Vegetation Control for \$20,000 with funding from the water utility;
- Stocking Lake Dam Repair for \$250,000 with funding from the water utility and water reserve
- Water Meter Handheld Reader fro \$10,000 with funding from the water utility
- SCADA System & Communications Upgrade for \$25,000 with funding from the water & sewer utility



Financial Plan 2019, 2020, 2021, 2022

General Capital Projects 2019 - 2022



Financial Plan Bylaw Policy Requirements

Objective

- The Town will increase the proportion of revenue that is received from user fees and charges until the fees and charges more closely meet the costs incurred to provide the services.

Policies

- The Town will review all user fee levels to ensure they are adequately meeting both the capital and delivery costs of the service.
- Water and Sanitary Sewer Rates will be reviewed to ensure that appropriate user fees are charged, rather than taxation, to lessen the burden on its limited property tax base.
- Borrowing will be considered when a capital project will provide benefits to taxpayers over a long period.
- Pursuant to Council's direction, the Town will build a reserve to fund major capital projects. For 2018, a minimum of 8% prior year's municipal tax levy will be transferred to General Capital projects as well as setting aside a further 5% for asset replacement. [For the years 2019-2021, a 10% prior year's municipal tax levy to General Capital projects.](#)

Financial Plan Bylaw Policy Requirements

Objectives

- The amount of taxes to be collected from each of the classes will be reviewed each year.

Policies

- Supplement, where possible, revenues from user fees and charges to help to offset the burden on the entire property tax base.
- Continue to maintain and encourage economic development initiatives designed to attract more light industry, retail and commercial businesses to invest in the community. Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage economic and environmental sustainability opportunities.
- Regularly review and compare the Town's distributions of tax burden relative to other municipalities in British Columbia.

	2017
Property Class	% of Total Property Taxation
Residential (1)	72.41%
Utilities (2)	0.38%
Supportive Housing (3)	0.00%
Major Industry (4)	11.95%
Light Industry (5)	0.78%
Business and Other (6)	14.19%
Managed Forest Land (7)	0.00%
Recreation/Non-profit (8)	0.28%
Farmland (9)	0.01%
Total	100%



Council Resolution Required

That Council provide direction regarding the Financial Plan Policy.

Future Meeting

Before May 15, 2018

- Present draft 2018 – 2022 Financial Plan bylaw
- Present water parcel tax bylaw
- Present sewer parcel tax bylaw

WE VALUE YOUR FEEDBACK

If you have any comments, questions or suggestions, we want to hear from you. Send us an e-mail to info@ladysmith.ca or by call City Hall at **250.245.6400**.

WE WANT TO HEAR WHAT YOU HAVE TO SAY. CONNECT WITH US:

-  Send an E-mail to info@ladysmith.ca
-  Mail a Note to Town of Ladysmith City Hall, 410 Esplanade, Box 220, Ladysmith, B.C. V9G 1A2
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