



City of Richmond

Report to Committee

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To: General Purposes Committee

*To GENERAL PURPOSES - JUNE 3, 2002*

Date: May 24, 2002

From: Jim Bruce  
General Manager, Finance and Corporate  
Services

File: 8060-20-7376

X-REF: 8060-20-7377

8060-20-7378

8060-20-7379

Re: 2002 Capital Works Program - Capital Reserve Expenditure Bylaws

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**Staff Recommendation**

That the following Statutory Reserve Expenditure Bylaws, which fund the 2002 Capital Works Program be introduced and given first, second and third readings:

Reserve Fund Expenditure Bylaw No. 7376

Development Cost Charges Reserve Fund Expenditure Bylaw No. 7377

Reserve Fund Expenditure (Sanitary Sewer and Watermain Replacement) Bylaw No. 7378

Local Improvement Reserve Expenditure Bylaw No. 7379.

Jim Bruce  
General Manager, Finance and Corporate Services

**Staff Report**

**Origin**

Section 327 of the Local Government Act requires a municipality to adopt a 5 Year Financial Plan bylaw annually before May 15<sup>th</sup>. This bylaw includes the City’s operating, utilities and capital budgets. The 5 Year Financial Plan bylaw provides Council with the authority to undertake expenditures, while the Statutory Reserve Fund Expenditure bylaws provide Council with the authority to access statutory reserves to fund capital projects approved under the 5 Year Financial Plan.

**Analysis**

The 2002 Capital Budget totals \$32,072,818 of which \$29,825,819 is being funded through the Statutory Reserve Fund Expenditure Bylaws. The Child Care Development Reserve Fund Expenditure Bylaw #7346 was adopted on April 22, 2002 for \$28,602. The remaining 2002 Capital Budget funded by the Statutory Reserve Fund Expenditure Bylaws totalling \$29,797,217 are noted below.

The remaining 2002 Capital Budget which is non statutory in nature totals \$2,246,999 and is comprised of:

1. Funding from non-City sources \$1,312,500
2. Funding from other City Sources \$934,499.

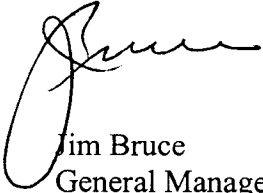
**Financial Impact**

The Bylaws listed below are required to provide the funding authorizations to finance various 2002 capital projects. The financing requirements are well within the existing reserve expenditure policies and funding availability. The total for each Bylaw is detailed below:

<b>Bylaw No.</b>	<b>Description</b>	<b>2002 Bylaw Amount</b>
7376	Reserve Fund Expenditure Bylaw	\$14,666,054
7377	Development Cost Charges Reserve Fund Expenditure Bylaw	\$8,702,663
7378	Reserve Fund Expenditure (Sanitary Sewer and Watermain Replacement) Bylaw	\$5,678,500
7379	Local Improvement Reserve Expenditure Bylaw	\$750,000

**Conclusion**

Adopting the bylaws as identified in the Financial Impact section of this report would be in order to allow staff to proceed with the 2002 capital construction programs.



Jim Bruce  
General Manager, Finance and Corporate Services

JWB:gjn



**Reserve Fund Expenditure Bylaw No. 7376**

Whereas as at May 29, 2002, the following unappropriated balances exist in the reserve funds established under the provisions of the *Local Government Act*:

Affordable Housing Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$5,571,252.44
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$0.00</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$5,751,252.44</b></u>
Capital Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$23,822,670.48
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$6,612,588.55</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$30,435,259.03</b></u>
Capital Building and Infrastructure Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$0.00
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$2,492,672.99</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$2,492,672.99</b></u>
Child Care Development Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$62,792.65
	- transactions since January 1 <sup>st</sup> , 2002	<u>(\$28,602.00)</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$34,190.65</b></u>
Equipment Replacement Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$6,888,437.37
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$1,722,800.00</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$8,611,237.37</b></u>
Steveston Road Ends Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$0.00
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$662,628.98</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$662,628.98</b></u>

Now therefore, the Council of the City of Richmond enacts as follows:

1. The sum of \$2,000,000 is appropriated from the Affordable Housing Reserve Fund to finance capital works as approved in the 2002 Capital Budget.
2. The sum of \$8,210,656 is appropriated from the Capital Reserve Fund to finance the following projects as set out in Schedule A and as approved in the 2002 Capital Budget.
3. The sum of \$650,0000 is appropriated from the Capital Building and Infrastructure Reserve Fund to finance the Artificial Sports Turf Field Project as approved in the 2002 Capital Budget.
4. The sum of \$21,398 is appropriated from the Child Care Development Reserve Fund to finance capital works as approved in the 2002 Capital Budget.
5. The sum of \$3,164,000 is appropriated from the Equipment Replacement Reserve Fund to finance the following projects as approved in the 2002 Capital Budget:

<u>Name of Program</u>	<u>Dollar Amount</u>
(a) Annual Fleet Replacements	\$2,000,000
(b) Fire Equipment	\$900,000
(c) Mechanical Equipment	\$264,000

6. The sum of \$620,0000 is appropriated from the Steveston Road Ends Reserve Fund to finance the Waterfront Improvement Program as approved in the 2002 Capital Budget.
7. Should any of the above amounts remain unexpended after the authorized expenditures have been made, such balances must be returned to the credit of the applicable reserve funds.
8. This bylaw is cited as **“Reserve Fund Expenditure Bylaw No. 7376”**.

FIRST READING

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SECOND READING

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THIRD READING

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ADOPTED

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MAYOR

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CITY CLERK

**SCHEDULE "A" TO BYLAW NO. 7376**

<b>ITEMS</b>	<b>AMOUNT</b>	<b>TOTAL</b>
<b>REVOLVING FUND ITEMS</b>		
Municipal Assist Factor - Roads	\$ 60,575	
Municipal Assist Factor - Drainage	197,912	
Municipal Assist Factor – Land & Parks	33,090	
Building Projects	1,343,000	
Other Public Works Projects	1,764,500	
Other Parks Projects	443,000	
Other Equipment Projects	734,579	
<b>TOTAL</b>		<b>\$4,576,656</b>
<b>LAND ACQUISITION FUND ITEMS</b>		
Land Acquisition	\$2,634,000	
<b>TOTAL</b>		<b>\$2,634,000</b>
<b>FLOW-THROUGH ITEMS</b>		
Minor Public Works	\$100,000	
Other PW Project	50,000	
Minor Building Works	325,000	
Minor Parks Capital	250,000	
Major Parks Capital	275,000	
<b>TOTAL</b>		<b>\$1,000,000</b>
<b>TOTAL OF ALL ITEMS</b>		<b>\$8,210,656</b>



**Development Cost Charges Reserve Fund Expenditure  
Bylaw No. 7377**

Whereas as at May 29, 2002, the following unappropriated balances exist in the reserve funds established under the provisions of the *Local Government Act*:

Balance as at December 31 <sup>st</sup> , 2001 (audited)	\$24,410,403.94
Transactions since January 1 <sup>st</sup> , 2002	<u>\$3,705,667.61</u>
<b>BALANCE in Reserve Fund at May 29, 2002</b>	<b><u>\$28,116,071.55</u></b>

**AND WHEREAS it is deemed desirable to expend a portion of the said monies to meet the cost of certain capital projects:**

**NOW THEREFORE** the council of the City of Richmond, enacts as follows:

1. The sum of \$8,702,663 is appropriated from the Development Cost Charges Statutory Reserve fund to finance the projects set out in Schedule "A" which is attached and forms part of this bylaw as approved in the 2002 Capital Budget.
2. Should any of the above amounts remain unexpended after the authorized expenditures have been made, such balances must be returned to the credit of the applicable reserve funds.
3. This bylaw is cited as "**Development Cost Charges Reserve Fund Expenditure Bylaw No. 7377**".

FIRST READING

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SECOND READING

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ADOPTED

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MAYOR

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CITY CLERK

**SCHEDULE "A" TO BYLAW NO. 7377**  
**2002 DEVELOPMENT COST CHARGES EXPENDITURES**

<b>ROADS, DRAINAGE, SEWER, WATER AND PARKS</b>		
	<b>PROJECT</b>	<b>DESCRIPTION</b>
1.	No. 2 Road Bridge	Financing Cost
2.	Arterial Road Crosswalk Improvement Program	Roads Work
3.	Bicycle Lane Program- Williams Road	Roads Works
4.	Intersection Improvements – Garden City Road	Roads Works
5.	Intersection Improvements – Kwantlen Street	Roads Works
6.	Minoru Blvd Traffic Safety Improvements	Roads Works
7.	Neighbourhood Traffic Safety Enhancement Program	Roads Works
8.	River Road/Hollybridge Way Pedestrian Signal	Roads Works
9.	Sidewalk Program	Roads Works
10	Traffic Signal Installation Program	Roads Works
11	Transit Plan Infrastructure Improvements	Roads Works
12	Westminster Highway Crosswalk Installation	Roads Works
13	Drainage Assessment Program - Various Locations	Drainage Infrastructure Assessment
14	Drainage Pump Station Rehabilitation - # 1 Road South	Drainage Pump Replacement
15	Drainage System – Blundell Road	Drainage Works
16	Drainage System – F A Thompsett Road	Drainage Works
17	Drainage System – Granville Avenue	Drainage Works
18	Drainage System – Sexsmith Road	Drainage Works
19	Drainage System – Steveston Highway	Drainage Works
20	Drainage System – Westminster Highway	Drainage Works
21	Emergency Response Equipment	Drainage Works
22	Sanitary Sewer Extension – St. Albans	Sewer Works
23	Sanitary Sewer Extension – St. Albans	Sewer Works
24	Infrastructure Advanced Design	Future Years DCC Works
25	McLennan North Community Park-Botanical Garden Phase II	Design
26	Special Sports Statutory Reserve Fund – Artificial Sports Field	Field Construction
27	Trails – East Richmond Area	Park Works
28	Parkland Acquisition	DCC Land Purchases



Page 2 to Schedule "A"  
Bylaw No 7377

<b>ROADS, DRAINAGE, SEWER, WATER AND PARKS</b>	
<b>ROADS</b>	<b>\$3,180,925.00</b>
<b>DRAINAGE</b>	<b>\$3,760,338.00</b>
<b>SEWER (ST. ALBANS)</b>	<b>\$140,000.00</b>
<b>PARKS ACQUISITION</b>	<b>\$1,200,000.00</b>
<b>PURCHASES IN DEVELOPING AREAS OPEN SPACE</b>	
<b>PARKS DEVELOPMENT</b>	<b>\$421,400.00</b>
<b>CONTRIBUTION TOWARD 2002 PARKS DEVELOPMENT PROGRAM</b>	
<b>TOTAL</b>	<b>\$8,702,663.00</b>



**Reserve Fund Expenditure  
(Sanitary Sewer and Watermain Replacement)  
Bylaw No. 7378**

Whereas as at May 29, 2002, the following unappropriated balances exist in the reserve funds established under the provisions of the *Local Government Act*:

Sanitary Sewer Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$11,728,231.58
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$500,000.00</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$12,228,231.58</b></u>
Watermain Replacement Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$18,689,178.27
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$3,450,000.00</u>
	BALANCE in Reserve Fund at May 29, 2002	<u><b>\$22,139,178.27</b></u>

Now therefore, the Council of the City of Richmond enacts as follows:

1. The sum of \$2,512,000 is appropriated from the Sanitary Sewer Reserve Fund to finance the following projects and have been approved in the 2002 Capital Budget as set out in Schedule A.
2. The sum of \$3,166,500 is appropriated from the Watermain Replacement Reserve Fund to finance the following projects and have been approved in the 2002 Capital Budget as set out in Schedule B.

- 3. Should any of the above amounts remain unexpended after the authorized expenditures have been made, such balances must be returned to the credit of the applicable reserve funds.
- 4. This bylaw is cited as **“Reserve Fund Expenditure (Sanitary Sewer and Watermain Replacement) Bylaw No. 7378”**.

FIRST READING

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SECOND READING

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THIRD READING

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ADOPTED

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MAYOR

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CITY CLERK

**SCHEDULE "A" TO BYLAW NO. 7378**  
**FOR THE SANITARY SEWER RESERVE FUND**

ITEMS	TOTAL
Aspen, More, Monds, Broadmoor and Shellmont Sanitary Sewers	
Sanitary Pump Station Rehabilitation	
Sanitary Pump Stations	
Sanitary Sewer Control Upgrades	
Sanitary Sewer Extensions – No 5 Rd	
Sanitary Sewer Extensions – Freeway Exit	
Infrastructure Advanced Design	
<b>Total</b>	<b><u>\$2,512,000</u></b>

**SCHEDULE "B" TO BYLAW NO. 7378**  
**FOR THE WATERMAIN REPLACEMENT RESERVE FUND**

ITEMS	TOTAL
Asbestos Cement Watermain Replacement	
Minor Capital Waterworks Program	
Monds Subdivision	
More Subdivision	
Seismic Upgrades of Waterwork Network	
Southdale Sub-Division	
Westminster Highway – No 2 Rd to Gilbert	
Westminster Highway – No 7 Rd to No 8 Rd	
Infrastructure Advanced Design	
<b>Total</b>	<b><u>\$3,166,500</u></b>



Local Improvement Reserve Expenditure Bylaw No. 7379

Whereas as at May 29, 2002, the following unappropriated balances exist in the reserve funds established under the provisions of the Local Government Act:

Local Improvement Reserve Fund	- balance as at December 31 <sup>st</sup> , 2001 (audited)	\$3,495,065
	- transactions since January 1 <sup>st</sup> , 2002	<u>\$4,034</u>
	<b>BALANCE in Reserve Fund at May 29, 2002</b>	<b><u>\$3,499,099</u></b>

Now therefore, the Council of the City of Richmond enacts as follows:

1. The sum of \$750,000 is appropriated from the Local Improvement Reserve Fund to finance capital works as approved in the 2002 Capital Budget.
2. Should any of the above amount remain unexpended after the authorized expenditures have been made, such balances must be returned to the credit of the applicable reserve funds.
3. This Bylaw is cited as “**Local Improvement Reserve Fund Expenditure Bylaw No. 7379**”.

FIRST READING \_\_\_\_\_

SECOND READING \_\_\_\_\_

THIRD READING \_\_\_\_\_

ADOPTED \_\_\_\_\_

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MAYOR

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CITY CLERK