



To: Finance Select Committee

Date: November 21, 2001

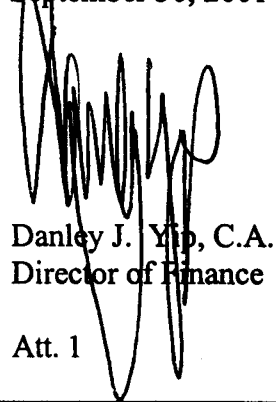
From: Danley J. Yip, C.A.
Director of Finance

File: 1200-02

Re: Revised Statement of Financial Activities for the 9 Month Period ending
September 30, 2001

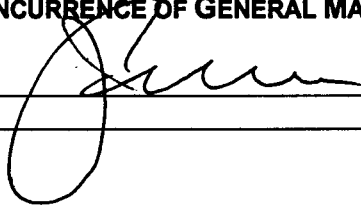
Staff Recommendation

That the Report to Committee (dated November 21, 2001 from the Director of Finance) regarding the Revised Statement of Financial Activities for the 9 Month Period ending September 30, 2001 be received for information.



Danley J. Yip, C.A.
Director of Finance

Att. 1

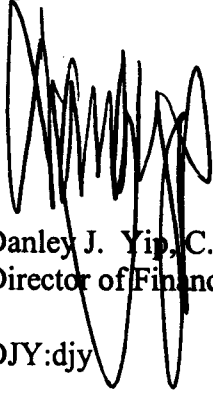
FOR ORIGINATING DIVISION USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
		

Staff Report

Pursuant to the Finance Select Committee meeting on October 25, 2001, staff have prepared a revised Statement of Financial Activities for the 9 Month Period ending September 30, 2001 (see Attachment 1) with comparative information for the prior year including explanations for significant variances by each department.

The revised Statement should provide year-over-year information for each department's revenues and expenses and how each department's operations/budgets are being managed for the first 3 quarters of 2001 and 2000.

The revenues in excess of expenses for the 9 month period ending September 30, 2001 is \$60.9 million, which compares to \$60.5 million in the prior year . It should be noted that some of the year-over year variances can be attributed to timing differences and the fact certain revenue and expense accruals have not been recorded.



Danley J. Yip, C.A.
Director of Finance

DJY:djy

**CITY OF RICHMOND
STATEMENT OF FINANCIAL ACTIVITIES FOR THE 9 MONTH PERIOD ENDED SEPT 30, 2001**

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
CORPORATE ADMINISTRATION DIVISION								
GENERAL GOVERNMENT								
REVENUE	-	447,367	79.6%	On Budget	465,600	390,407	83.9%	Increase in Council remuneration
EXPENSES	562,300	-			-	-		
CHIEF ADMINISTRATORS OFFICE								
REVENUE	-	440,306	79.3%	On Budget	700,200	471,771	67.4%	Travel costs still to come
EXPENSES	554,900	-			-	-		
TOTAL	1,117,200	887,673	79.5%		1,165,800	862,178	74.0%	
NET EXPENSES	1,117,200	887,673	79.5%		1,165,800	862,178	74.0%	

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
PARKS, RECREATION & CULTURAL SERVICES DIVISION								
AQUATIC SERVICES								
REVENUE	(2,874,900)	(1,710,833)	59.5%	Sept Minoru Revenues not yet posted On Budget	(2,783,900)	(2,203,388)	79.1%	On Budget On Budget
EXPENSES	6,088,600	4,641,008	76.2%			5,514,100	4,158,962	
ARENAS								
REVENUE	(1,869,800)	(462,627)	24.7%	Only first quarter revenue received On Budget	(1,990,000)	(975,609)	49.0%	3rd quarter revenue processed in Nov. On Budget
EXPENSES	3,792,500	2,738,634	72.2%			3,613,100	2,615,970	
RECREATION & CULTURAL ADMINISTRATION								
REVENUE	(20,000)	(139,763)	698.8%	Youth nights grant (\$29,000), casino funding for Youth Outreach(\$100,000) Auxillary Budget at 28% of a 50,000 budget,Regular Fulltime at 60%Spent	(20,000)	(42,730)	213.7%	Youth Nights Alive grant and carry forward of grant Vacant positions
EXPENSES	1,153,300	763,080	66.2%			1,181,400	675,373	
RECREATION SERVICES								
REVENUE	(140,000)	(103,905)	74.2%	On Budget	(140,000)	(87,643)	62.6%	Revenues booked in 4th quarter Timing differences - Invoices not received yet
EXPENSES	4,371,500	3,224,622	73.8%	On Budget	3,949,000	2,565,711	65.0%	
CULTURAL SERVICES								
REVENUE	(19,000)	(28,617)	150.6%	Provincial Grant received (\$17,650) than budgeted	(19,500)	(25,955)	133.1%	Museum grants higher than budgeted On Budget
EXPENSES	1,309,100	837,720	64.0%			1,179,200	834,920	
PARKS								
REVENUE	(353,700)	(348,895)	98.6%	Estimated Capital Overhead Recovery posted year to date Overall Operating Expenditures and Facilities Mtc lower than budgeted at 65% and 63% respectively	(328,500)	(118,072)	35.9%	Timing differences due to capital project reconciliations On Budget
EXPENSES	6,787,300	4,616,308	68.0%			6,326,100	4,920,074	

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
PARKS, RECREATION & CULTURAL SERVICES DIVISION cont'd								
GATEWAY								
REVENUE	843,400	(75)	78.8%	On Budget	780,000	674,872	88.8%	Oct Municipal prepayment made
EXPENSES								
LIBRARY								
REVENUE	(848,400)	(1,380,098)	162.7%	HRDC Grant of \$128,000 above base level.Lecture Circuit Revenues, Vending Machine Rebates	(634,000)	(685,229)	108.1%	Gates Foundation Grant (\$53,000). Revenue from Interlibrary Book Sharing
EXPENSES	6,129,100	4,907,206	80.1%	Training and Development,Seminars,Books at 90%	5,539,500	4,016,306	72.5%	On Budget
REVENUE	(6,125,800)	(4,174,813)	68.2%		(5,915,900)	(4,138,636)	70.0%	
EXPENSES	30,474,800	22,393,121	73.5%		28,062,400	20,462,188	72.9%	
NET EXPENSES	24,349,000	18,218,308	74.8%		22,146,500	16,323,552	73.7%	
TOTAL								

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
COMMUNITY SAFETY DIVISION								
RCMP								
REVENUE	(2,968,100)	(2,279,863)	76.8%	On Budget	(2,304,600)	(73,293)	3.2%	Billings not up to date - \$2.195 million Budget
EXPENSES	23,719,600	10,454,224	44.1%	billing for Special Constable done at year end	21,756,007	6,183,996	28.4%	\$ 18M budget, RCMP billings not yet received
FIRE								
REVENUE	(3,857,200)	(3,357,963)	87.1%	ERS Suppression Accruals outstanding	(3,794,300)	(1,940,554)	51.1%	3rd quarter YVR billings to be posted in October
EXPENSES	20,406,400	15,606,300	76.5%	On Budget	19,591,700	12,133,147	61.9%	Encumbrances not yet posted to actuals resulting in lower percentages
EMERGENCY & ENVIRONMENTAL PROGRAMS								
REVENUE	-	-	0.0%	On Budget	-	-	-	Emergency Operations Centre start up costs
EXPENSES	184,700	139,686	75.6%	On Budget	147,100	117,394	79.8%	new dept for 2001
COMMUNITY SAFETY ADMINISTRATION								
REVENUE	-	-	0.0%	Works	-	-	-	Bylaw Fines revenue higher than anticipated
EXPENSES	321,200	145,419	45.3%	Parking Fines and Bylaw Fines below Budget Level	(252,100)	(209,161)	83.0%	On Budget
COMMUNITY BYLAWS								
REVENUE	(391,600)	(211,538)	54.0%	Bylaw Officer position vacant for 5 months	(252,100)	(209,161)	83.0%	
EXPENSES	812,400	528,577	65.1%		592,700	444,525	75.0%	

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
COMMUNITY SAFETY DIVISION cont'd								
SANITATION & RECYCLING UTILITY								
REVENUE	(6,676,600)	(6,897,696)	103.3%	Additional revenue from recycling Largest expenditures - garbage disposal fees below budget	(6,545,400)	(6,959,299)	106.3%	Revenues higher than budgeted, better return on commodity sales Purchases of major equipment and program costs occur in last quarter
EXPENSES	6,676,600	4,448,538	66.6%		6,545,400	3,561,806	54.4%	
REVENUE	(13,893,500)	(12,747,060)	91.7%		(12,896,400)	(9,181,307)	71.2%	
EXPENSES	52,120,900	31,322,744	60.1%		48,632,907	22,440,668	46.1%	
NET EXPENSES	38,227,400	18,575,884	48.6%		35,736,507	13,259,361	37.1%	

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
FINANCE AND CORPORATE SERVICES DIVISION								
FINANCE ADMINISTRATION								
REVENUE	(6,000)	(1,368)	23.1%	Annual Report sales minimal, Auction Income recognized in Stores On Budget	(66,300)	(4,709)	5.3%	Transfer of \$82,300 from Fiscal not done yet On Budget
EXPENSES	797,400	634,962	79.6%					
PAYROLL & BENEFITS								
REVENUE	-	-	0.0%	On Budget	-	-	-	On budget
EXPENSES	325,800	236,835	72.7%					
TAXATION								
REVENUE	(182,200)	(184,325)	101.2%	Annual School Tax Commission posted, Tax information requests exceed budget On Budget	(216,600)	(160,868)	74.3%	On Budget
EXPENSES	559,000	440,635	78.8%					
HUMAN RESOURCES								
REVENUE	-	(84,962)	0.0%	WCB Rebate Corporate Training Expenditures below Budget	-	-	-	Encumbrances not yet posted to actuals resulting in lower percentage
EXPENSES	1,838,200	1,234,686	67.2%					
LAW								
REVENUE	(20,000)	(19,511)	92.6%	Opinion Letters and Law Service Charges Exceed Budget Professional Fees expenditures at 38% spent ytd	(18,000)	(18,177)	101.0%	Incr. revenues on Opinion Letters and Land Title Fees Vacant solicitor position until August, 2000
EXPENSES	601,800	357,086	59.3%					
INFORMATION SERVICES								
REVENUE	(300,000)	(300,000)	100.0%	Transfer from Statutory Reserve Posted On Budget	-	-	-	On Budget
EXPENSES	5,345,600	3,985,968	74.6%					

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
FINANCE AND CORPORATE SERVICES DIVISION cont'd								
CUSTOMER SERVICE								
REVENUE	(36,000)	(15,779)	43.8%	Rental Revenues for City Hall functions less than Budget	-	-	-	
EXPENSES	433,500	308,107	71.1%	On Budget	400,800	291,840	72.8%	On Budget
CLERKS								
REVENUE	(4,500)	(6,069)	134.9%	Bylaw Sales & Photo Reproductions higher	(7,900)	(9,449)	119.6%	Archive Grants received
EXPENSES	1,068,000	694,223	65.0%	Transfer of \$91,000 to election reserve outstanding	910,100	537,979	59.1%	Salaries low due to vacant Records Clerk position
BUSINESS LIASON DEVELOPMENT								
REVENUE	-	(750)	0.0%		-	(380)		
EXPENSES	450,000	248,856	55.3%	Chamber of Commerce membership and Economic Development Project not fully expensed	381,600	162,572	42.6%	Chamber of Commerce membership and Economic Development Project not fully expensed
BUDGETS, ACCOUNTING & PURCHASING								
REVENUE	(17,500)	(4,027)	23.0%	Risk Management rebates not yet received	(87,000)	(45,125)	51.9%	Risk/Liability rebates not fully received
EXPENSES	2,610,900	1,871,393	71.7%	On Budget	2,825,400	2,132,740	75.5%	On Budget
TREASURY SERVICES								
REVENUE	(96,200)	-	0.0%	Investment income year end entry outstanding	-	-	-	part of Budgets & Accounting in 2000
EXPENSES	272,300	202,747	74.5%	On Budget	-	-	-	
REVENUE	(652,400)	(615,811)	94.4%		(417,800)	(238,728)	57.1%	
EXPENSES	14,302,500	10,215,498	71.4%		12,032,700	8,551,095	71.1%	
TOTAL								
NET EXPENSES	13,650,100	9,599,687	70.3%		11,614,900	8,312,367	71.6%	

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
ENGINEERING & PUBLIC WORKS DIVISION								
PUBLIC WORKS ADMINISTRATION								
REVENUE	(2,182,000)	(2,596,375)	119.0%	Overhead Recovery Billings exceed Budget	(2,182,000)	(2,139,327)	98.1%	Overhead Recovery Billings already complete
EXPENSES	1,314,600	824,883	62.7%	Delayed replacement of PW Admin Mgr	1,100,400	819,575	74.5%	On Budget
ROADS & CONSTRUCTION								
REVENUE	(809,000)	(572,113)	70.7%	On Budget	-	(2,292,653)		MRN, GVTA maintenance payments
EXPENSES	6,850,700	5,078,162	74.1%	On Budget	5,950,500	4,055,235	68.1%	Invoices for power costs and other expenditures not yet received
STORM DRAINAGE								
REVENUE	-	-	0.0%	50 % of Power Cost Budget Spent(\$150,000 budget remaining)	(200,000)	(200,000)		
EXPENSES	2,141,200	1,436,598	67.1%		1,924,100	1,397,006	72.6%	On Budget
FACILITY MANAGEMENT								
REVENUE	-	(381)	0.0%	\$178,000 Rate Stabilization entry not posted	-	(22,258)		Additional Level to cover security at new City Hall
EXPENSES	3,391,000	1,988,487	58.6%		2,459,600	1,760,686	71.6%	Anticipated invoices not yet received
FLEET OPERATIONS								
REVENUE	(3,214,800)	(2,328,544)	72.4%	On Budget	(3,148,900)	(2,369,104)	75.2%	On Budget
EXPENSES	4,015,000	3,355,659	83.6%	Transfers to Reserves already done	3,711,300	2,063,298	55.6%	Transfer to vehicle reserve (\$1M) done at year end
WATER UTILITY								
REVENUE	(17,377,800)	(13,015,550)	74.9%	On Budget	(16,282,500)	(11,885,450)	73.1%	On Budget
EXPENSES	17,377,800	10,987,824	63.2%	Balance of Long Term Debt Due 4th quarter	16,282,500	7,133,442	43.9%	Water purchase and rate stabilization occur at year end

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
ENGINEERING & PUBLIC WORKS DIVISION cont'd								
SEWER UTILITY								
REVENUE	(17,428,100)	(14,824,034)	85.1%	Flats rate revenue posted for year	(16,504,500)	(13,723,740)	83.2%	Metered water and sewer debt levy revenues posted
EXPENSES	17,428,100	15,149,518	86.9%	Most expenses incurred in Summer	16,504,500	3,316,934	20.1%	Major entries re transfers to reserves and GVS&DD are done at year end
ENGINEERING								
REVENUE	-	(9,637)	0.0%		-	(11,736)		Pump station project (GVRD & Buddhist Temple) revenues - will match expenditures
EXPENSES	3,390,100	2,300,564	67.9%	Video Inspection for Storm Sewers not yet expensed	3,225,500	2,340,065	72.5%	on budget
COMMUNICATIONS								
REVENUE	102,900	76,321	74.2%	On Budget	97,400	70,008	71.9%	On budget
EXPENSES	(41,011,700)	(33,346,634)	81.3%		(38,097,900)	(32,644,468)	85.7%	
REVENUE	56,011,400	41,196,816	73.6%		51,235,800	22,958,249	44.8%	
EXPENSES								
NET EXPENSES	14,999,700	7,850,182	52.3%		13,137,900	(9,686,219)	-73.7%	
TOTAL								

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% 30TH	EXPLANATIONS
URBAN DEVELOPMENT DIVISION								
URBAN ADMINISTRATION								
REVENUE	-	(120,000)	0.0%	Home Task Force Funding	-			
EXPENSES	330,000	276,117	83.7%	Home Task Force Consulting Expenditures (offset by revenue increase)	427,100	266,054	62.3%	Savings in supplies costs
DEVELOPMENT APPLICATIONS								
REVENUE	(294,400)	(364,821)	123.9%	Development Applications higher than budgeted	(256,400)	(265,779)	103.7%	New projects on Steveston Highway
EXPENSES	1,229,900	920,193	74.8%	On Budget	1,039,900	733,252	70.5%	On Budget
POLICY PLANNING								
REVENUE	-	(15,043)	0.0%	Cdn Municipalities Grant, Group Homes Provision	-	(25,000)		Agricultural grant received
EXPENSES	904,400	583,560	64.5%	Vacant planner position	833,100	553,725	66.5%	Salaries low due to vacant positions
TRANSPORTATION								
REVENUE	(56,600)	(39,007)	68.9%	Rental and Lease Revenues at 63% of estimate	(34,000)	(22,954)	67.5%	Not all postings complete resulting in timing differences
EXPENSES	1,608,300	1,092,128	67.9%	Power costs at 50% of \$113,000 budget	1,530,600	1,183,208	77.3%	On Budget
ZONING								
REVENUE	(58,500)	(40,041)	68.4%	Sign Permits revenues at 45% of budget	(56,000)	(38,696)	69.1%	Not all entries up to date; \$8000 in sign permits revenue YTD
EXPENSES	666,100	454,170	68.0%	Delayed replacement for vacant Record Clerks	633,100	427,874	67.6%	savings in microfilming costs

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% SEPT 30TH	EXPLANATIONS
URBAN DEVELOPMENT DIVISION cont'd								
BUILDING APPROVALS								
REVENUE	(2,174,500)	(1,894,305)	87.1%	Building Permits, Site Service Fees exceed budget	(2,244,000)	(1,701,235)	75.8%	On Budget
EXPENSES	2,114,300	1,361,672	64.4%	Other operating expenditures at 50% of budget - cell phone, supplies etc. Aux salaries at 1.69% spent	2,005,800	1,327,939	66.2%	Salaries low due to vacant positions
REVENUE	(2,584,000)	(2,473,217)	95.7%		(2,590,400)	(2,053,664)	79.3%	
EXPENSES	6,855,000	4,687,840	68.4%		6,489,600	4,492,052	69.4%	
NET EXPENSES	4,271,000	2,214,623	51.9%		3,879,200	2,438,388	62.9%	
SUBTOTAL								
REVENUE	(64,267,400)	(40,610,475)			(59,918,400)	(48,256,803)	80.5%	
EXPENDITURE	160,881,800	79,380,948			147,599,207	79,766,430	54.0%	
	96,614,400	38,770,473	40.1%		87,680,807	31,509,627	35.9%	

DEPARTMENT	2001 BYLAW BUDGET	2001 ACTUALS	% @SEPT 30TH	EXPLANATIONS	2000 BUDGET	2000 ACTUALS	% @SEPT 30TH	EXPLANATIONS
FISCAL								
REVENUE	(130,682,000)	(124,129,922)	95.0%	Property tax revenue for year recorded	(107,049,228)	(103,846,373)	97.0%	On Budget
EXPENSES	24,764,400	16,395,400	66.2%	Balance of the Long Term Debt payments due 4th quarter	8,874,400	8,651,500	97.5%	Year 2000 entries re Transfers to Reserves have been done
TRANSFERS TO RESERVES								
REVENUE	-	-						
EXPENSES	9,303,200	8,011,474	86.1%	Year 2001 entries re transfer to Reserves	10,494,021	3,139,435	29.9%	Transfers, bad debts and city owned property taxes are year end entries
GRAND TOTAL								
REVENUE	(194,949,400)	(164,740,397)	84.5%		(166,967,628)	(152,103,176)	91.1%	
EXPENDITURE	194,949,400	103,787,822	53.2%		166,967,628	91,557,365	54.8%	
	-	(60,952,575)			-	(60,545,811)		