



Finance Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Monday, February 6, 2012
Immediately Following the Open General Purposes Committee
meeting**

Pg. # ITEM

MINUTES

FIN-3 *Motion to adopt the minutes of the meeting of the Finance Committee held on Monday, December 12, 2011.*



BUSINESS AND FINANCIAL SERVICES DEPARTMENT

FIN-9 1. **2012 CAPITAL BUDGET**
(File Ref. No. 03-0900-01/2011-Vol 01) (REDMS No. 3428244)

TO VIEW eREPORT CLICK HERE

See Page **FIN-9** of the Finance agenda for full hardcopy report

Designated Speaker: Jerry Chong & John Irving

STAFF RECOMMENDATION

That the 2012 Capital Budget be approved and that staff be authorized to commence the recommended 2012 capital projects.



Finance Committee Agenda – Monday, February 6, 2011

Pg. # ITEM

- FIN-119** 2. **2012 OPERATING BUDGET**
(File Ref. No.) (REDMS No.3454492)

[TO VIEW eREPORT CLICK HERE](#)

See Page **FIN-119** of the Finance agenda for full hardcopy report

Designated Speaker: Jerry Chong

STAFF RECOMMENDATION

That the 2012 Operating Budget as presented in the report dated January 10, 2012, from the Director, Finance, be approved.

☐

- FIN-141** 3. **CITY CENTRE AREA TRANSITIONAL TAX EXEMPTION BYLAW NO. 8776 - REFERRAL**
(File Ref. No.) (REDMS No. 3433830)

[TO VIEW eREPORT CLICK HERE](#)

See Page **FIN-141** of the Finance agenda for full hardcopy report

Designated Speaker: Ivy Wong

STAFF RECOMMENDATION

That the report entitled City Centre Area Transitional Tax Exemption Bylaw No. 8776 - Referral, dated January 10, 2012, from the General Manager, Business and Financial Services, be received for information.

☐

ADJOURNMENT

☐



Finance Committee

Date: Monday, December 12, 2011

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Evelina Halsey-Brandt
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Derek Dang

Call to Order: The Chair called the meeting to order at 5:01 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on Monday, October 3, 2011, be adopted as circulated.

CARRIED

BUSINESS AND FINANCIAL SERVICES DEPARTMENT

1. TANGIBLE CAPITAL ASSETS

(File Ref. No.) (REDMS No. 3365168)

Jerry Chong, Director, Finance, provided background information and in answer to a question, advised that Richmond is at a median when compared to cities such as Burnaby, Vancouver and Surrey, and that the most comparable city to Richmond is Burnaby.

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It was moved and seconded

That the staff report entitled "Tangible Capital Assets" dated November 4, 2011 from the Director, Finance, be received for information.

CARRIED

2. **FINANCIAL INFORMATION – 3RD QUARTER 2011**
(File Ref. No. 03-0970-09-01) (REDMS No. 3414750)

In answer to a question about gaming revenues for the year, Jerry Chong, Director, Finance, advised that an audit will take place between February and March 2012, and that the finalized figures will be available in May or June of 2012.

It was moved and seconded

That the staff report on Financial Information for the 3rd Quarter ended September 30, 2011 be received for information.

CARRIED

3. **3RD QUARTER 2011 - FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION**
(File Ref. No.) (REDMS No. 3420069)

John Mills, General Manager, Richmond Olympic Oval and Andrew Nazareth, General Manager, Business and Financial Services were available to answer questions.

A discussion took place about Richmond Olympic Oval's third quarter financial results, and in particular on:

- staffing at the oval and why the salaries and benefits were 4% under budget for 2011;
- the requirement to use of the term "surplus" when reporting on financial performance of a City subsidized facility, in accordance with accounting standards for the public sector;
- providing new members of Council with information on how each of the City's facilities is subsidized by square foot;
- major events, high performance sports, and community uses at the Oval;
- how the Oval addresses community needs by programming options for kids on Pro-D Days and during spring break;
- membership, admission and programs, as well as the Oval's capacity to attract and accommodate more members;
- the stipulation in the operating agreement between the Oval and the City that surplus funds would be placed in a capital reserve in order to establish a sinking fund for the Oval. This would provide the Oval with a future reserve that is separate from the City; and

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- how the hiring and spending freeze that had been in place at the Oval has been a factor in the Oval's final performance results.

It was moved and seconded

That the report on Financial Information for the Richmond Olympic Oval Corporation for the third quarter ended September 30, 2011 from the Controller of the Richmond Olympic Oval Corporation be received for information.

CARRIED

4. 2012 UTILITY BUDGETS AND RATES

(File Ref. No.) (REDMS No. 3398960)

Jerry Chong, Director, Finance, and Suzanne Bycraft, Manager, Fleet & Environmental Programs, were available to answer questions.

A discussion ensued about the 2012 utility budgets and rates, and in particular on:

- how the required annual water reserve contribution and capital replacement funding contribution have been met;
- the requirements for increases in the annual capital funding contributions for sanitary and drainage;
- the success of the City's multi-family water metering program in reducing water consumption, and the reduced revenues associated with declining water consumption;
- the challenges of increasing costs associated with maintaining City infrastructure, or other factors such as regional or other agency increases which are outside of the City's control;
- how the Greater Vancouver Sewerage and Drainage District Debt (GVS&DD) costs reduction will not benefit the sewer utility rates charged as these costs are recovered from property taxes; and
- the continuation and expansion of the Green Can Pilot Program and a suggestion to look into sealed compost units that would fit under a sink.

It was moved and seconded

That the 2012 Utility Expenditure Budgets, as outlined under Options 1 for Water, Sewer, Solid Waste & Recycling, and Option 3 for Drainage & Diking as contained in the staff report dated December 1, 2011 from the General Managers of Business and Financial Services and Engineering & Public Works, be approved as the basis for establishing the 2012 Utility Rates.

The question on the motion was not called as the following **amendment** motion was introduced:

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It was moved and seconded

- (1) *That the motion be amended such that Option 2 be used for establishing the 2012 Utility Rates related to Solid Waste & Recycling with the partial contribution to the Rate Stabilization Fund; and*
- (2) *That the motion be amended to add that the "Rate Stabilization Fund" be renamed as the "General Solid Waste and Recycling/Rate Stabilization Fund".*

The question on the amendment motion was not called, as discussion continued about the rationale for changing the name of the Solid Waste and Recycling Rate Stabilization Fund to the General Solid Waste and Recycling/Rate Stabilization Fund. It was also noted that contributions associated with option 2 would allow the City to consider expansion of the recycling programs.

The question on the amendment motion was then called and it was **CARRIED** with Cllrs. Halsey-Brandt and Johnston opposed.

The question on the main motion as amended, to read as follows:

- (1) *That the 2012 Utility Expenditure Budgets, as outlined under Options 1 for Water, and Sewer, Option 2 for Solid Waste & Recycling, and Option 3 for Drainage & Diking as contained in the staff report dated December 1, 2011 from the General Managers of Business and Financial Services and Engineering & Public Works, be approved as the basis for establishing the 2012 Utility Rates; and*
- (2) *That the "Rate Stabilization Fund" be renamed as the "General Solid Waste and Recycling/Rate Stabilization Fund".*

was then called and it was **CARRIED**.

5. 2012 UTILITY RATE AMENDMENT BYLAWS

(File Ref. No.) (REDMS No. 3423695)

Committee directed that the Solid Waste Bylaw be revised in accordance with Option 2 in the staff report and brought forthright to the Special Open Council meeting at which time the Utility Bylaw readings would be considered.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (6:05 p.m.).

CARRIED

Finance Committee
Monday, December 12, 2011

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, December 12, 2011.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



City of Richmond

Report to Committee

To: Finance Committee

Date: January 18, 2012

From: Andrew Nazareth
General Manager, Business and Financial Services

File: 03-0900-01/2011-Vol
01

Re: 2012 Capital Budget

Staff Recommendation

That the 2012 Capital Budget be approved and that staff be authorized to commence the recommended 2012 capital projects.

Andrew Nazareth
General Manager, Business and Financial Services
(604-276-4095)

Att. 3

FOR ORIGINATING DEPARTMENT USE ONLY

ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Arts, Culture and Heritage	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Affordable Housing	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Community Social Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Enterprise Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Information Technology	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Engineering	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Fleet	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Community Bylaws	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Emergency Programs	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Fire Rescue	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Parks and Recreation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Transportation	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Project Development	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

Subsection 165(1) of the Community Charter requires that Council adopt a Five-Year Financial Plan (5YFP) each year prior to May 15th of that year. The 5YFP Bylaw includes expenditures for operating, utility and capital for the current year (2012) and provides estimates for the remaining years of the five-year program. The 2012-2016 5YFP Bylaw provides the City with the authority to proceed with spending as outlined in the Bylaw.

The Capital Budget (the “budget”) is one of the main components in preparing the 5YFP. The budget includes all expenditures that improve, replace and acquire assets to the City’s asset inventory with a historic value greater than \$2.4 billion. The budget also authorizes the use of certain funding sources such as DCC and Statutory Reserves for internal transfers, transfers to the operating budget for non-tangible capital assets and debt re-payments.

The Long Term Financial Management Strategy (LTFMS) is a set of principles created by Council to guide the financial planning process. This budget acts as a tool where capital projects are prioritized and capital resources evaluated over a 5-year time horizon. This is an important component in achieving the goals of the LTFMS whereby it is Council policy to ensure that long term capital funding for infrastructure (e.g. parks, trails, facilities, roads, etc.) in place in order to maintain community viability and generate economic development.

As part of the budget process, the newly formed Assessor Team (the “team”) considered strategic and master plans, policies such as the LTFMS and Council priorities. The team completed a ranking process for each of the capital submissions based on the established criteria to prepare the projects that combine to form the 2012-2016 Capital Plan.

This report presents the proposed 2012 Capital Budget and seeks Council’s authorization to commence work on the recommended 2012 projects and related expenditures.

Analysis

Process

The capital budget process began early in 2011 by performing a review and identifying efficiencies and improvements to the process. The first phase was implemented for the 2012 budget process with further improvements documented for upcoming budgets.

The changes implemented are:

- Updated guidelines for information entered into the Capital Planning Model
- Departmental review and GM signoff of all submissions
- Updated interpretation of ranking criteria
- Formation of the Assessor Team

These changes were a result of review with many of the stakeholders involved in the budget process and aim to achieve an expedited process providing clear project details for improved reporting and analysis in accordance with Council’s Long Term Financial Management Strategy and goals.

The following outlines the process behind the 2012-2016 Capital Plan:



The Assessor Team, which is comprised of representatives from all departments, utilized a ranking system that is contained within the Capital Planning Model (the “model”). This model has proven to be an effective mechanism for prioritizing capital funding requests to ensure that infrastructure needs are managed. The team ranked every capital submission out of a score of 100 based on the established evaluation criteria:



The ranked projects are consolidated and the final list of recommended projects is prepared based on the funding availability. This forms the basis for the Capital Budget. The budget is then brought forward and reviewed by the Senior Management Team (TAG) and then presented to Council for review and approval.

2012 Capital Budget Overview

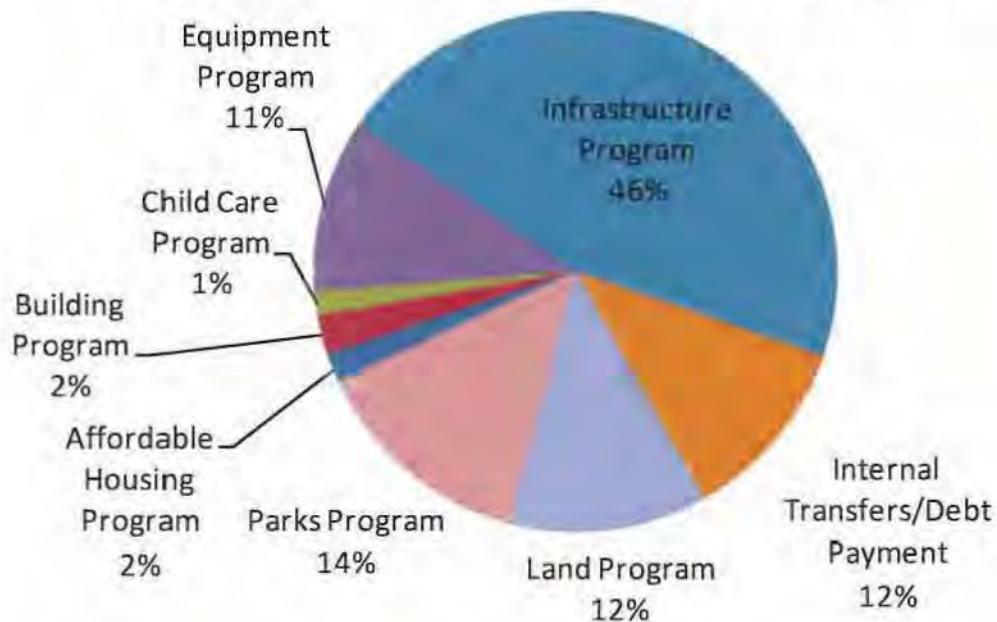
The projects in the 2012 Capital Budget maintain, improve and advance the City of Richmond's infrastructure inventory, provide the basic necessities for urban living and help fulfill Council's strategic goals for the City.

During the 2012 Capital Budget review, a total of 120 capital submissions were received. Based on the Assessor Team's review and evaluation, a total of 95 projects have been recommended with an allocated budget of \$72.6 million (see Appendix 1). The rest of the 25 submissions, totalling \$9.0 million were not recommended due to funding limits and the lower ranking scores as determined by the Assessor Team (see Appendix 2).

Below is a breakdown of the 2012 recommended projects by program and the associated operating budget impact (OBI):

<u>Program</u>	(in millions)	
	<u>Amount</u>	<u>OBI</u>
Infrastructure	\$33.2	\$0.08
Parks	\$10.1	\$0.14
Land	\$8.9	\$0.00
Internal Transfers/Debt Repayment	\$8.4	\$0.02
Equipment	\$7.8	\$0.04
Buildings	\$1.8	\$0.00
Affordable Housing	\$1.3	\$0.00
Child Care	\$1.1	\$0.02
	<u>\$72.6</u>	<u>\$0.30</u>

2012 Recommended Projects - by Program



Some highlights of the 2012 projects and their benefits are summarized below:

- improvement to traffic capacity and safety with the enhancement and widening of roads including Nelson Rd, Westminster Hwy. and No. 6 Rd.
- extensive water main replacement works throughout the City to provide better water service and continued water meter installation program
- sanitary sewer upgrades in the Terra Nova and Bridgeport areas to provide reliable service
- continued drainage improvements including replacement of the No. 1 Rd pump station to provide greater pumping capacity
- re-pavement of roads including portions of Bridgeport Rd., Steveston Hwy. and Westminster Hwy. to improve rideability and help extend the life of the road
- construction of pedestrian and cycling paths throughout the City to provide more alternative transportation routes
- improvement to park space with development of the Terra Nova play environment and the Oval West Waterfront Park phase 1
- development of childcare facilities in West Cambie and Hamilton areas that will provide much needed childcare to Richmond residents
- funding for affordable housing projects and initiatives to ensure affordable rents to Richmond residents

The detail of each recommended project is attached in Appendix 3.

2012 OBI

The total OBI relating to the recommended projects is \$297K. Of this amount, \$33K is associated to utility projects and will be funded by provisions in 2012. The net impact of \$264K in OBI results in a property tax impact of 0.16%.

2012 Capital Budget Funding Sources

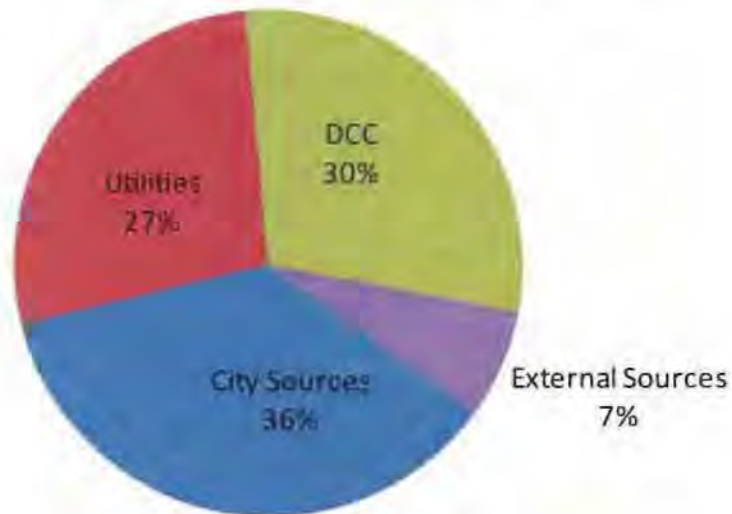
The 2012 capital budget uses a variety of funding sources which include:

- Development Cost Charges (DCC) – These contributions are made through development and are used for growth related projects.
- External Sources – these include grants awarded from Provincial and Federal Governments, developer cash contributions (other than DCCs) and other non-City related sources
- Utilities – these are funds collected through the utility bills and are specified for waterworks, sanitary sewer and drainage.
- City Sources – this includes all other sources of City funding such as statutory reserves, appropriated surplus (provisions) and general surplus.

The funding of the recommended projects has been allocated based on the assumption that the projects are to be funded up to the annual amount transferred into each available reserve. The funding sources of the 2012 recommended projects are as follows:

<u>Funding Sources</u>	<u>Amount</u> (in millions)
City Sources	\$26.3
DCC	\$21.3
Utilities	\$19.9
External Sources	\$5.1
	<hr/> \$72.6

2012 Recommended Projects - By Funding Source



The 2012 Capital Budget represents a basic capital program encompassing the mandated services and necessary requirements while deferring the significant items such as the major facilities replacements to allow further discussion and direction by Council at a later date.

In addition, staff will conduct further review on the use of internal funding and external funding alternatives when analyzing the possible funding sources of these corporate facilities. External sources of financing may include:

Public Private Partnerships (P3's) - This is a partnership between a government and a private partner(s) that capitalizes on the strengths and resources of both partners to deliver a service or facility for the benefit of citizens. The principal reasons for local government becoming involved in public private partnerships are to benefit from increased efficiency, shorter implementation time, greater innovation and ultimately better value in the delivery of services brought about by increased

competition. The emphasis of a public private partnership should therefore be on structuring creative and cost-effective ways of delivering services.

The different forms of public private partnership vary in terms of how risks and responsibilities are allocated. Increased transfer of risk to the private sector will result in higher expectations for reward by the private sector and that the negotiation of contracts may require a high degree of expertise. Local government should therefore undertake a cautious approach and examine all relevant factors and issues when considering the use of public private partnership arrangements.

Joint Ventures - Joint ventures (or 'JVs') are true partnerships between a government and a private partner(s). Under JVs, a government would be responsible for up front capital costs and ongoing operating costs and would also participate in the risk in the project. Under either a P3 or a JV there is an opportunity for the City to provide incentives to assist in the funding in the development of the facilities. This incentive may include permitting additional density at no additional cost to the P3 or JV partner. However, depending on the nature and the return of the capital project, the use of JV needs to be evaluated and assessed on a case-by-case basis.

External Debt Financing - The City could borrow from the Municipal Finance Authority (i.e. debt financing) to finance the initial capital costs by going through a referendum. The capital costs would typically be repaid annually over no longer than 30 years. Annual debt repayment is typically funded by general taxes each year that is included in the tax base.

Intergovernmental Funding - Grants and transfers from senior levels of government may be available to help offset initial capital costs. In most instances, programs are based on conditions that may or may not be available for the specific project.

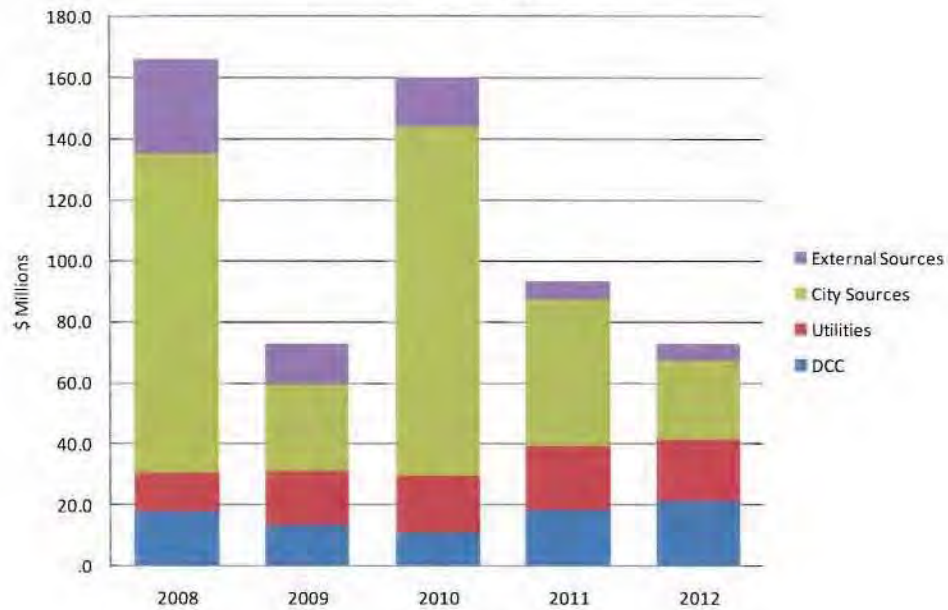
Community contributions - Community organizations can support facility development through accessing grants, corporate sponsorship programs and grass roots fundraising programs. Many community partner organizations currently have facility development funds which could be used to offset capital costs.

Once staff have completed the review, and after further discussions with Council, a report will be presented to Council for approval, and the 5-year capital budget will be amended if necessary.

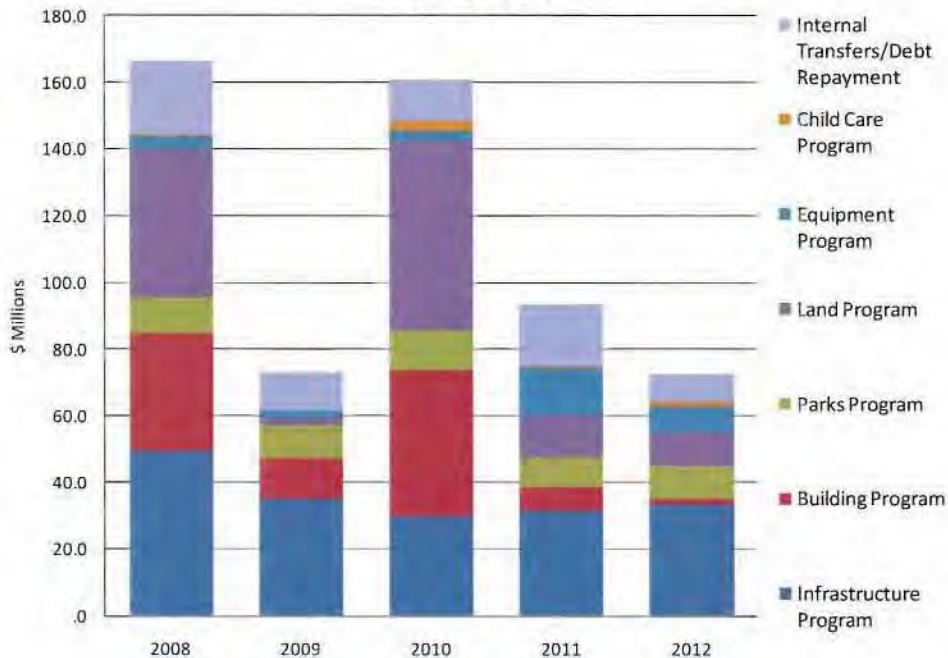
Recommended 2012 versus Historical (2008 to 2011) Capital Budget Analysis

The graphs below provide analysis of the funding sources and the program types of the capital budget for the past 5 years (2008 to 2012).

Capital Budget by Funding Sources
2008 to 2012



Capital Budget by Program
2008 to 2012



Financial Impact

The 2012 Capital Budget with a total value of \$72.6 million will enable the City to maintain and advance the asset inventory and benefit the community. The OBI associated with these projects is \$0.30 million and once approved will be incorporated into the 2012 Operating Budget and ultimately used as the basis for preparing the 2012-2016 5YFP.

Conclusion

The Assessor Team worked closely with the Finance Division and TAG in implementing the improved budget process. The budget was developed strategically to represent the interests of all stakeholders to ensure that the capital program meets the needs of the community while effectively utilizing available funding.



Anne Stevens
Co-Chair, Assessor Team
(604-276-4273)



Nashater Sanghera
Manager, Budgets and Accounting
(604-276-4162)

NS:cg

ID	Project Name	Total Investment	Total OBI	Page Reference
A. INFRASTRUCTURE PROGRAM				
<i>Roads</i>				
4630	Annual Asphalt Re-Paving Program - MRN	915,500	0	17
4629	Annual Asphalt Re-Paving Program - Non-MRN	2,458,600	0	18
3009	Arterial Road Crosswalk Improvement Program	60,000	1,550	19
3490	Cycling Network Expansion Program	127,660	4,260	20
3123	Enhanced Accessible Traffic Signal and Crosswalk Program	74,468	4,725	21
3879	Functional and Preliminary Design (Transportation)	33,814	0	22
4680	Interim Lansdowne Road Extension - Alderbridge Way to Minoru Blvd.	100,000	0	23
3010	Miscellaneous Cycling Safety Enhancements	50,000	1,420	24
3011	Miscellaneous Intersection Improvements	95,745	2,755	25
3125	Neighbourhood Traffic Safety Program	87,500	2,475	26
4876	Neighbourhood Walkways	250,000	10,000	27
4252	Nelson Road Improvements	1,150,667	0	28
569	New Traffic Signal Installation	274,000	8,820	29
4250	No. 6 Road Widening	566,667	0	30
4674	Sidewalk Expansion / Enhancement Program	100,000	1,468	31
4767	Street Light Security and Wire Theft Prevention	133,000	0	32
4684	Traffic Detection Video Systems	75,000	1,000	33
2929	Transit Related Infrastructure Improvements	50,000	1,260	34
4251	Westminster Hwy Widening: Nelson Rd to McMillan Way	2,683,333	0	35
<i>Total Roads</i>		\$9,285,954	\$39,733	
<i>Drainage</i>				
4757	Canal Stabilization	300,000	0	36
4751	10000 Block Williams Road (South) Laneway Drainage and Pavement Upgrade + Two Additional Lane Ends	429,378	1,044	37
4759	Drainage Minor Capital	300,000	0	38
4839	East Richmond Drainage and Irrigation Upgrades Program – No 6 Road Ditch Improvement plus Hydraulic Model Update	621,000	0	39
4755	Fully Automate No 3 Road South and Horseshoe Slough Pump Station Irrigation Valves	100,000	0	40
4748	Gilbert South Pump Station Generator	100,000	(1,500)	41
3998	Long Shaft Pump Replacement Program	450,000	0	42
4753	McCallan Road North Pump Station MCC Upgrade	175,000	0	43
4726	No 1 Road North Pump Station Upgrade	3,450,000	0	44
4756	No 6 Road North Pump Station Generator	120,000	2,076	45
4754	Pump Station Level Control Upgrade – Multiple Stations	140,000	0	46
4752	Seaton Road Laneway Drainage and Pavement Upgrade	631,572	1,393	47
<i>Total Drainage</i>		\$6,816,950	\$3,013	

ID	Project Name	Total Investment	Total OBI	Page Reference
<i>Waterworks</i>				
4715	Lulu East Waterworks Area	1,635,868	680	48
4718	Lulu North Waterworks Area	3,476,810	731	49
4719	Lulu West Waterworks Area	1,623,248	570	50
4781	Residential Water Metering	1,600,000	28,000	51
4716	Sea Island Waterworks Area	670,832	457	52
<i>Total Waterworks</i>		\$9,006,758	\$30,438	
<i>Sanitary Sewer</i>				
4733	Blundell Forcemain Replacement (Terra Nova Area)	1,427,000	0	53
4734	Gravity Sanitary Sewer Upgrade on Brown/Leslie Road (Bridgeport Sanitary Sewer Area)	1,509,000	0	54
4732	Minoru Pump Station Upgrade	2,874,000	0	55
4800	Pump Station and Forcemain Assessment and Upgrade	750,000	0	56
4735	Sanitary Sewer Replacement at 6331/6351 Cooney Road (City Centre Area)	296,000	0	57
<i>Total Sanitary Sewer</i>		\$6,856,000	\$0	
<i>Minor Public Works</i>				
3015	PW Minor Capital - Traffic	250,000	5,600	58
<i>Total Minor Public Works</i>		\$250,000	\$5,600	
<i>Infrastructure Advanced Design</i>				
4750	PW Infrastructure Advanced Design	949,516	0	59
<i>Total Infrastructure Advanced Design</i>		\$949,516	\$0	
TOTAL INFRASTRUCTURE PROGRAM		\$33,165,178	\$78,784	
B. BUILDING PROGRAM				
<i>Minor Building</i>				
4948	City Centre Community Police Office	167,000	0	60
4914	Phoenix Net Loft Safety Repairs	250,000	0	61
4932	South Arm Pool Piping Repair	85,000	0	62
<i>Total Minor Building</i>		\$502,000	\$0	
<i>Major Building</i>				
4614	Public Safety Building	1,100,000	0	63
4773	Project Development Advanced Design	200,000	0	64
<i>Total Major Building</i>		\$1,300,000	\$0	
TOTAL BUILDING PROGRAM		\$1,802,000	\$0	

ID	Project Name	Total Investment	Total OBI	Page Reference
C. PARKS PROGRAM				
<i>Minor Parks</i>				
4955	Sports Field Equipment	54,000	0	65
4588	Parks Ageing Infrastructure Replacement Program	100,000	0	66
296	Parks General Development	250,000	3,000	67
2867	Unsafe Playground Replacement Program	200,000	2,000	68
<i>Total Minor Parks</i>		\$604,000	\$5,000	
<i>Major Parks/Streetscapes</i>				
4688	Blundell Park - Sportsfield Upgrade	100,000	6,300	69
2394	Characterization - Neighbourhood Parks	100,000	2,000	70
4956	Garden City Park	500,000	0	71
3869	Oval West Waterfront Park - Phase 1	850,000	21,000	72
2488	Parks Advance Planning & Design	275,000	0	73
4197	Terra Nova - Play Environment	1,000,000	20,000	74
4931	The Gardens Agricultural Park - OBI Submission	1	60,000	75
4690	The Gardens Agricultural Park - Phase 1	100,000	0	76
4207	Trails	200,000	5,000	77
4923	West Cambie Greenway	300,000	12,000	78
831	West Cambie Neighbourhood Park	300,000	10,000	79
<i>Total Major Parks/Streetscapes</i>		\$3,725,001	\$136,300	
<i>Parkland Acquisition</i>				
4950	Parkland Acquisition – Development	5,803,180	0	80
<i>Total Parkland Acquisition</i>		\$5,803,180	\$0	
TOTAL PARKS PROGRAM		\$10,132,181	\$141,300	
D. LAND PROGRAM				
<i>Land Acquisition</i>				
3495	Strategic Land Acquisition	8,850,000	0	81
TOTAL LAND PROGRAM		\$8,850,000	\$0	
E. AFFORDABLE HOUSING PROGRAM				
<i>Affordable Housing</i>				
4834	Affordable Housing Projects- City Wide	750,000	0	82
4807	Affordable Housing Projects- City Wide Development	402,500	0	83
4863	Affordable Housing Projects- West Cambie	150,000	0	84
TOTAL AFFORDABLE HOUSING PROGRAM		\$1,302,500	\$0	
F. EQUIPMENT PROGRAM				
<i>Vehicle Equipment</i>				
603	Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	2,129,500	0	85
4772	Vehicle/Equipment Reserve Purchases Carry Over (PW Project 40517)	836,276	0	86
<i>Total Vehicle Equipment</i>		\$2,965,776	\$0	

2012 Summary of Recommended Projects
(alphabetical by division)

13

Appendix 1

ID	Project Name	Total Investment	Total OBI	Page Reference
<i>Technology</i>				
4725	Energy Management - Continuous Optimization Implementation	247,000	0	87
4749	Energy Management - RTU Heat Pump Replacement	138,000	0	88
4743	Energy Management - South Arm Community Centre Solar Wall	80,000	500	89
Total Technology		\$465,000	\$500	
<i>Computer Capital</i>				
4677	Existing Operational Computer Services Infrastructure Lease Funding	528,100	0	90
4945	Electronic Purchase Requisition	300,000	0	91
4739	Existing Operational Desktop Computer Hardware Funding	330,000	0	92
4679	Fibre Optic Cabling to City Facilities - Group 2, Phase 1	200,000	0	93
Total Computer Capital		\$1,358,100	\$0	
<i>Computer Capital/ Software</i>				
4740	Existing Operational Application Software Funding	200,000	0	94
4874	Windows 7 / Office 2007 Infrastructure	375,000	0	95
Total Computer Capital/Software		\$575,000	\$0	
<i>Fire Dept. Vehicles</i>				
850	Fire Vehicle Replacement Reserve Purchases	818,000	0	96
Total Fire Dept. Vehicles		\$818,000	\$0	
<i>Miscellaneous Equipment</i>				
4442	Fire Equipment Replacement	95,142	0	97
4676	Fire Training Site	200,000	35,500	98
4924	Library Book Purchases	1,160,000	0	99
4682	Parking Pay Station - Replacement	208,750	0	100
Total Miscellaneous Equipment		\$1,663,892	\$35,500	
TOTAL EQUIPMENT PROGRAM		\$7,845,768	\$36,000	
G. CHILD CARE PROGRAM				
<i>Child Care</i>				
4873	Child Care Projects- City Wide	50,000	0	101
4871	Hamilton Child Care Facility	400,000	25,100	102
4869	West Cambie Child Care Facility	700,000	0	103
TOTAL CHILD CARE PROGRAM		\$1,150,000	\$25,100	
H. INTERNAL TRANSFERS/DEBT REPAYMENT				
<i>Internal Repayments</i>				
929	Parkland Acquisition Repayment	4,750,000	0	104
4949	Parkland Acquisition West Cambie Repayment	746,258	0	104
2301	River Rd/North Loop (2005) Repayment	200,000	0	105
3777	Shovel - Ready Grant (2009) Repayment	77,263	0	106
Total Internal Repayments		\$5,773,521	\$0	

2012 Summary of Recommended Projects
(alphabetical by division)

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Appendix 1

ID	Project Name	Total Investment	Total OBI	Page Reference
<i>Transfer to Operating</i>				
4946	Affordable Housing Operating Reserve	30,000	0	107
3893	Public Art Program	503,398	10,000	108
2865	Tree Planting Program	50,000	6,000	109
<i>Total Transfer to Operating</i>		\$583,398	\$16,000	
<i>Debt Repayment</i>				
699	T1368/1369 - No. 2 Road Bridge	2,030,000	0	110
<i>Total Debt Repayment</i>		\$2,030,000	\$0	
TOTAL INTERNAL TRANSFERS/DEBT REPAYMENT		\$8,386,919	\$16,000	
TOTAL 2012 CAPITAL PROGRAM		\$72,634,546	\$297,184	

ID	Project Name	Total Investment	Total OBI
A. INFRASTRUCTURE PROGRAM			
<i>Roads</i>			
4761	Asphalt Re-Paving Program – Non-MRN Backlog Management	1,000,000	0
4944	Belair Drive Walkway	413,000	6,670
4775	Roads Minor Capital	300,000	0
4942	Shell Road (east) Walkway	278,000	4,080
4766	Sign and Carpentry Shop Equipment Replacement	100,000	0
<i>Total Roads</i>		\$2,091,000	\$10,750
<i>Sanitary Sewer</i>			
4736	Capstan Pump Station Construction	2,702,000	13,007
4584	Force Main Valve Installation Program	100,000	1,000
3952	Miscellaneous SCADA System Improvements	250,000	1,000
4746	Public Works Minor Capital-Sanitary	300,000	0
<i>Total Sanitary Sewer</i>		\$3,352,000	\$15,007
TOTAL INFRASTRUCTURE PROGRAM		\$5,443,000	\$25,757
B. BUILDING PROGRAM			
<i>Minor Building</i>			
3862	Library Advance Planning: Steveston, Cambie and Hamilton	110,000	0
<i>Total Major Building</i>		\$110,000	\$0
<i>Major Building</i>			
4422	Branscombe House Preservation	180,000	10,039
4400	Britannia: Japanese Duplex & 1st Nations Bunkhouse	681,000	66,524
<i>Total Major Building</i>		\$861,000	\$76,563
TOTAL BUILDING PROGRAM		\$971,000	\$76,563
C. PARKS PROGRAM			
<i>Major Parks/Streetscapes</i>			
4204	Minoru Lakes Retrofit – Planning and Design	30,000	0
3401	Waterfront Improvement Projects	150,000	2,000
TOTAL PARKS PROGRAM		\$180,000	\$2,000
D. EQUIPMENT PROGRAM			
<i>Vehicle Equipment</i>			
4681	Fire Safety/Mobile Public Education Unit	135,000	2,000
4668	Emergency Mobile Command Unit Replacement and Upgrade to Emergency Response Capabilities	893,000	54,750
<i>Total Vehicle Equipment</i>		\$1,028,000	\$56,750
<i>Technology</i>			
4820	Energy Management - Energy Audits	50,000	0
4789	Energy Management - Sports Field Lighting Audit and Improvement	80,000	0
4731	Energy Management - Vertical Wind Turbines	100,000	500
<i>Total Technology</i>		\$230,000	\$500

ID	Project Name	Total Investment	Total OBI
<i>Computer Capital/Software</i>			
4742	Electronic Timesheets - Public Works Yard	310,000	20,000
4678	Fibre Optic Cabling to City Facilities – Group 1, Phase 1	100,000	0
4675	Bylaws Software: Calls for Service	95,000	12,000
4671	Bylaws Software: Domestic Animal Licensing	45,000	5,000
4666	Bylaws Software: Municipal Tickets/Notice of Bylaw Violation Adjudication Module	50,000	5,000
4665	City Hall Public Rooms Upgrade	555,000	0
<i>Total Technological Innovations</i>		\$1,155,000	\$42,000
TOTAL EQUIPMENT PROGRAM		\$2,413,000	\$99,250
TOTAL 2012 UNFUNDED CAPITAL PROGRAM		\$9,007,000	\$203,570

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Annual Asphalt Re-Paving Program - MRN	Submission ID	4630

Location: City Wide

Cost: \$915,500

OBI: \$0

Funding Sources: City Sources

Scope: To re-pave MRN roads. The potential project locations include:

LOCATIONS
8000 Block Steveston Highway
13000 Westminster Highway
13000 Westminster Highway
Knight Street Bridge – City's portion

The project does not include the cost of essential ancillary work typically completed by City crews (curb and gutter repairs, road base repair, manhole and valve box adjustments, line painting, staff inspection time and similar).

The project runs during the summer of every year. The projects can relate to a number of water, sanitary and drainage upgrades that are co-ordinated by the Engineering Planning and Engineering Construction Departments.



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Annual Asphalt Re-Paving Program - Non-MRN	Submission ID	4629

Location: City Wide

Cost: \$2,458,600

OBI: \$0

Funding Sources: City Sources

Scope: To re-pave City owned Non-MRN roads (major & minor roads and lanes). The potential project locations include:

LOCATIONS	
5000 Block Williams Road	9000 Block Francis Road
8000 Block Granville Avenue – East Bound Lanes	10000 Block Blundell Road
4000 Block Blundell Road	8000 Block Bowcock Road
9000 Block Williams Road	8000 Block Scotchbrook Road
8000 Block Williams Road	8000 Block Wheeler Road
7000 Block Alderbridge Way	4000 Block Smith Road
7000 Block No.4 Road	9000 Block Geal Road
8000 Block Blundell Road	5000 Block Wallace Road


The above list is considered tentative as it is possible that identified paving locations cannot be completed due to conflict with development projects that are not known at this time. This is a sample of the road locations that will be repaved in 2012, for the complete list refer to REDMS 3435271

The project does not include the cost of essential ancillary work typically completed by City crews (curb and gutter repairs, road base repair, manhole and valve box adjustments, line painting, staff inspection time and similar).


"Further to the 2012 Paving Program information staff report to the Public Works and Transportation Committee Mtg of January 18, 2012, this submission now includes funding support in the amount of \$218,122 for the laneway upgrade project #4751 and \$167,228 for #4752, recommended as part of this 2012 capital program, as a priority over the additional paving locations noted in the staff report."



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Arterial Road Crosswalk Improvement Program	Submission ID	3009
Location:	Various		
Cost:	\$60,000	OBI:	\$1,550
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of work involves the upgrade of existing crosswalks on arterial roads (typically four-lane arterials) to "special crosswalks" with overhead illuminated signs with amber flashers and pedestrian-controlled push buttons. The existing crosswalks are typically "marked" crosswalks with roadside-mounted signs and advance warning signs. The upgrade would include hardware such as poles, bases, junction boxes, underground/ communication conduits, controller, enhanced accessible devices, related wiring, pavement markings, illuminated crosswalk signs, amber flashers, push buttons, etc.</p> <p>This project is proposed to be funded by the DCC program funding and is expected to be eligible for funding contribution from external agencies such as ICBC and TransLink.</p> <p>The cost estimate for upgrading a crosswalk to a special crosswalk ranges from \$30,000 to \$60,000, depending on the location, equipment needed, etc. Note there is a separate program called Enhanced Accessible Traffic Signal and Crosswalk Program which funds the work necessary to retrofit existing special crosswalks with accessible pedestrian features.</p>		

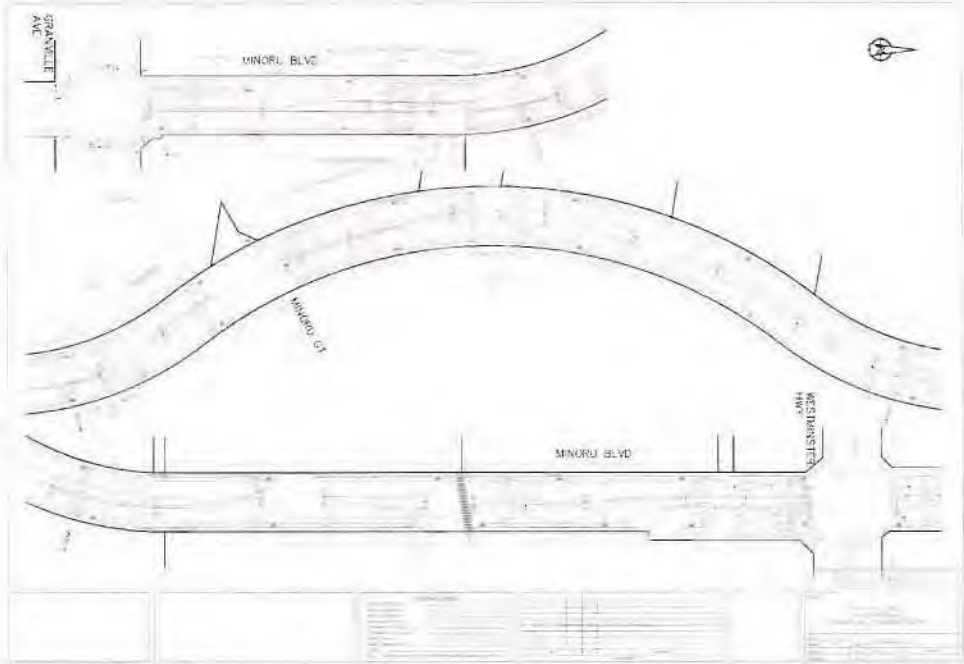


Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Cycling Network Expansion Program	Submission ID	3490
Location:	Various		
Cost:	\$127,660	OBI:	\$4,260
Funding Sources:	External, DCC, and City Sources		
Scope:	<p>The general scope of this program involves new cycling infrastructure required to support the expansion of various cycling routes in the city as per the Council-approved Cycling Network Plan.</p> <p>Typical elements of the program include the construction of new on - or off - street cycling facilities, installation of new signage, pavement markings, and associated minor road geometric improvements required to facilitate the safe and efficient movements of cyclists.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and is expected to be cost-shared (50/50 split) between the City and external agencies such as TransLink, the provincial government, and/or ICBC.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Enhanced Accessible Traffic Signal and Crosswalk Program	Submission ID	3123
Location:	Various		
Cost:	\$74,468	OBI:	\$4,725
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of works includes the installation of accessible devices at signalized intersections, special crosswalks and pedestrian signals that meet the criteria for prioritized locations and that exhibit a "demonstrated need" as per the new guidelines published by the Transportation Association of Canada. The accessible pedestrian signal (APS) features include pedestrian wayfinding via push button locator tone and pedestrian orientation guidance through signs and other audible and vibrotactile assistance.</p> <p>The estimated cost to equip a full traffic signal with APS is \$12,000 per intersection while the estimated cost to upgrade a special crosswalk or pedestrian signal with accessible features is \$3,000 per site.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from TransLink and/or ICBC.</p>		
			

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Functional and Preliminary Design (Transportation)	Submission ID	3879
Location:	Various		
Cost:	\$33,814	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>Project scope includes preparing the functional and preliminary designs required for various transportation capital projects identified in next year's capital program. Specifically, with this project, the necessary functional road elements in horizontal alignment, cross-section, property impacts, etc. would be developed to carry out further detailed engineering design.</p> <p>This project is an annual recurring project which is expected to start and end within the same capital program year. The project would be funded solely by the DCC program funding.</p> <p>Major cost component of the project is design consultant fees.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Interim Lansdowne Road Extension - Alderbridge Way to Minoru Blvd.	Submission ID	4680
Location:	Lansdowne Road - Alderbridge Way to Minoru Blvd		
Cost:	\$100,000	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>This project involves the construction of a new interim vehicular/pedestrian/cycling connection along the Lansdowne corridor from Alderbridge Way to Minoru Boulevard. Specifically, the scope of work includes constructing a three lane interim cross-section within existing right-of-way with shared pedestrian and bike path facilities, left turn lanes at intersections, and curb and gutter. As the ultimate five-lane cross-section will require additional right-of-way, such an "ultimate" cross-section would be completed as part of redevelopment of the adjacent properties.</p> <p>This project is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from ICBC.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Miscellaneous Cycling Safety Enhancements	Submission ID	3010
Location:	Various		
Cost:	\$50,000	OBI:	\$1,420
Funding Sources:	External, DCC, and City Sources		
Scope:	<p>The general scope of this program includes minor infrastructure improvements that are required to support various cycling initiatives and on-going enhancements to existing cycling infrastructure included as part of the Council-approved Cycling Network Plan.</p> <p>Typical elements of the program include the installation of bike racks, new signage, pavement markings, minor road geometric improvements, and other supplementary cycling amenity improvements required to facilitate the safe and efficient movements for cyclists.</p> <p>The works pursued in this year’s capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and is expected to be cost-shared (50/50 split) between the City and external agencies such as TransLink, the provincial government, and/or ICBC.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Miscellaneous Intersection Improvements	Submission ID	3011
Location:	Various		
Cost:	\$95,745	OBI:	\$2,755
Funding Sources:	DCC and City Sources		
Scope:	<p>The program would provide funding for urgent requests for intersection improvements to address any unforeseen intersection traffic safety and operational issues.</p> <p>Typical elements of the program include the following:</p> <ul style="list-style-type: none">- installation of a turn lane;- improved channelization;- intersection signage enhancement;- installation of pedestrian safety enhancements at intersections, e.g. sidewalks, pathways, wheelchair ramps, etc.;- video camera vehicle detection for enhanced traffic signal control; or- illuminated street name signs. <p>This program recurs annually and is proposed to be funded by the City through the DCC program funding and may be eligible for external funding contributions from TransLink and/or ICBC. The works pursued in this year's capital program are expected to start and end within the same capital program year.</p> 		

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Neighbourhood Traffic Safety Program	Submission ID	3125
Location:	Various		
Cost:	\$87,500	OBI:	\$2,475
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of this program involves retrofitting existing streets with traffic calming measures to address traffic safety concerns and maintain neighbourhood liveability. These concerns are typically raised by local residents and members of Council. Upon receipt of a public enquiry, a traffic safety review is conducted to determine the need and priority of implementation among candidate locations. A public consultation process is conducted and Council approval may be required.</p> <p>The major cost component of the program is the installation of traffic calming related improvements include the construction of curb extensions, centre medians, installation of delineated walkways, extruded curbs, traffic circles, etc. In addition, projects contained in this program may also include supplementary streetscape improvements, i.e. planting of trees and other landscaping improvements to enhance the local pedestrian environment and overall appearance of City streets.</p> <p>This project is proposed to be funded by the DCC program funding and may be eligible for funding contribution from external agencies such as ICBC. The works pursued in this year's capital program are expected to start and end within the same capital program year.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Neighbourhood Walkways	Submission ID	4876
Location:	Herbert Road - Afton to Bates		
Cost:	\$250,000	OBI:	\$10,000
Funding Sources:	City Sources		
Scope:	<p>For 2012, the Neighbourhood Walkway program will address pedestrian safety issues identified by the public on Herbert Road between Afton Drive and Bates Road. The proposed walkway will improve pedestrian access, particularly for children who attend Errington Elementary School.</p> <p>It is intended that any budget remaining after Herbert Road Walkway is completed will be utilized on other small walkway improvements that are identified during 2012.</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Nelson Road Improvements	Submission ID	4252
Location:	Nelson Road (Blundell Road to Westminster Highway)		
Cost:	\$1,150,667	OBI:	\$0
Funding Sources:	External, DCC and City Sources		
Scope:	<p>This project involves the following:</p> <ul style="list-style-type: none">- Widening Nelson Road to four lanes, including an off-road cycling/pedestrian pathway, from Blundell Road to Westminster Highway.- Signalization of the Blundell Road / Nelson Road intersection- Modification/upgrade of the existing traffic signal and intersection configuration at the Westminster Highway / Nelson Road intersection <p>This project is phased over three years, with the first year to initiate property acquisition and complete the detailed design. The actual site preparation and construction will commence in the second and third year.</p> <p>This project will receive funding contributions (52% of the total project cost) from Port Metro Vancouver (formerly known as the Fraser River Port Authority), via the Nelson Road agreement and Federal funding through the Asia-Pacific Gateway Corridor Initiative (APGCI).</p>		



Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	New Traffic Signal Installation	Submission ID	569
Location:	Various		
Cost:	\$274,000	OBI:	\$8,820
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of this program involves the installation/upgrade of new/existing traffic signal hardware.</p> <p>The major cost component of the program is the installation of traffic controllers/cabinets, poles, bases, junction boxes, underground conduits, controller, detector loops, enhanced accessible devices, related wiring and pavement markings, and communications conduit and cable, minor corner property acquisitions. In addition, projects contained in this program may also include minor curb cuts and boulevard modifications. The locations for new traffic signal installations are determined based on public requests, development patterns, traffic safety, opportunities for improved efficiency, and capacity requirements.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and expected be eligible for funding contribution from external agencies such as ICBC and/or TransLink.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	No. 6 Road Widening	Submission ID	4250
Location:	No. 6 Road from Commerce Pkwy to Wireless Way		
Cost:	\$566,667	OBI:	\$0
Funding Sources:	DCC, External and City Sources		
Scope:	<p>This project involves the widening of the existing single northbound lane of No. 6 Road to two lanes from Commerce Parkway to Wireless Way. This is the only section of No. 6 Road between Westminster Highway and Cambie Road that has not been built to a four-lane arterial standard. In addition, the project scope also includes the construction of new off-road cycling/pedestrian paths with curb/gutter, landscaped boulevard (where space permits).</p> <p>This project will be phased over three years and the construction cost will be funded jointly between the City through the DCC program funding and the federal government (50%) through the Asia-Pacific Gateway Corridor Initiative (APGCI).</p>		
			

Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Sidewalk Expansion / Enhancement Program	Submission ID	4674
Location:	Various		
Cost:	\$100,000	OBI:	\$1,468
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of this program includes the installation of new and/or enhancement of existing sidewalks and pathways in the City. Priority would be given to sidewalks connecting locations with high pedestrian activities, such as schools, neighbourhood service centres, bus stops, recreational services centres, shopping/retail centres, etc., that are along key roads, particularly arterial roads with high traffic volumes.</p> <p>The major cost component of the program is the construction/upgrade of new/existing sidewalks, pathways, wheelchair ramps, minor curb cuts, boulevard modifications, and other supplementary improvements.</p> <p>The works pursued in this year’s capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and may be eligible for external funding contributions from ICBC and TransLink.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Street Light Security and Wire Theft Prevention		Submission ID 4767
Location:	City Wide		
Cost:	\$133,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>This project is the first year of a five year program. The project includes two staff removing approximately 2,000 existing street light access covers per year for five years and replacing them with reinforced access covers.</p> <p>The estimated cost breakdown of the project is as follow: Cost of labour\$ 30,000/year Cost of equipment \$3,000/year Cost of replacement Panels \$100,000/year Total cost \$133,000/year</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Traffic Detection Video Systems	Submission ID	4684
Location:	Various		
Cost:	\$75,000	OBI:	\$1,000
Funding Sources:	DCC and City Sources		
Scope:	<p>The general scope of work includes the installation of specialized video detection systems at two signalized intersections and high-speed communications equipment to link video images from intersections to TMC.</p> <p>The works pursued in this year's capital program are expected to start and end within the same capital program year. The project is the first year of a multi-year program to be funded by the DCC program. The project may be eligible for external funding contribution from ICBC.</p> <p>The major cost components of project are the installation of two complete video detection systems utilizing four detection cameras at each intersection, software, mounting hardware and wiring to controller cabinet, and communications cable or radio systems and related electronics.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Transit Related Infrastructure Improvements	Submission ID	2929
Location:	Various		
Cost:	\$50,000	OBI:	\$1,260
Funding Sources:	External, DCC and City Sources		
Scope:	<p>The general scope of this program includes municipal road and traffic improvements that are required to support the introduction of various transit service improvements as on-going enhancements to existing transit infrastructure.</p> <p>The major cost components are expected to include the installation of new bus stop pads, minor road geometric improvements (e.g. intersection corner improvements), minor sidewalk construction, wheelchair ramps, and other supplementary pedestrian amenity improvements required to facilitate pedestrian traffic generated by transit passengers. In addition, projects contained in this program may also include the upgrade of existing bus stops to accessible (wheelchair) standards.</p> <p>The works pursued in this year’s capital program are expected to start and end within the same capital program year. This project is proposed to be funded by the DCC program funding and expected be eligible for funding contribution from external agencies such as TransLink.</p>		




Program:	Infrastructure Program	Sub-program:	Roads
Project Name:	Westminster Hwy Widening: Nelson Rd to McMillan Way	Submission ID	4251
Location:	Westminster Hwy: Nelson Rd to McMillan Way		
Cost:	\$2,683,333	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>This project involves widening Westminster Highway from two lanes to four lanes, from Nelson Road to the McMillan Way. Major components of the project include widening Westminster Highway, provision of an off-road cycling/pedestrian path, installing street lighting and constructing enclosed storm drainage on the south side of the roadway. An allowance is made for the upgrading of the existing CN Rail crossing east of No. 9 Road.</p> <p>This project is phased over three years, with the first year to initiate property acquisition and complete the detailed design. The actual site preparation and construction will commence in the second and third year.</p> <p>The federal government has committed funding, through its Asia-Pacific Gateway and Corridor Initiative (APGCI), up to \$4.72M for this project. In addition, this project is expected to be eligible for funding contribution from TransLink for 50% of the remaining amount.</p>		
			

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Canal Stabilization	Submission ID	4757
Location:	No. 3 Road and No. 8 Road Canals		
Cost:	\$300,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	<p>Implement one or more canal bank stabilization solutions at various locations south of Steveston Highway. This will include partial re-profiling of the canal plus construction of a retaining wall or similar stabilisation structure.</p> <p>This is a 5 year program that will be used to deal with canal and ditch wall stabilisation issues in Richmond.</p>		
			

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	10000 Block Williams Road (South) Laneway Drainage and Pavement Upgrade + Two Additional Lane Ends	Submission ID	4751
Location:	10000 Block Williams Road between No 4 Road and Aragon Road		
Cost:	\$429,378	OBI:	\$1,044
Funding Sources:	Utilities and City Sources		
Scope:	<p>Install drainage and upgrade 450m of pavement along the existing laneway south of Williams Rd and north of Dennis Crescent between No 4 Road and Aragon Road, plus a further 78m running north-south between Aintree Place and Williams Road and 40m running north-south between Seabrook Crescent and Williams Road. Does not include the addition of street lighting, curbs or gutters.</p> <p>The project is estimated to take 2-3 months and be complete by October 2012.</p> <p>This is a single year project that is part of a larger strategy to reduce laneway drainage issues in a number of areas around the City.</p> <p>Funding is requested from the Drainage Utility, General Reserves and the NIC (Neighbourhood Improvement Charge) fund.</p> <p>Major Cost Components: Drainage \$283,281 Pavement \$364,2199 with \$218,122 included in the re-paving program</p>		



Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Drainage Minor Capital	Submission ID	4759
Location:	City Wide		
Cost:	\$300,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	These are minor upgrades to our drainage infrastructure that include, but are not limited to, minor upgrades to pump stations, improved operational efficiencies, changes to safety requirements, minor repairs to manholes or valve boxes, testing of new technologies to improve efficiencies, minor forcemain repairs and response to resident complaints that require site specific repairs.		
			

Program:	Infrastructure Program		Sub-program:	Drainage
Project Name:	East Richmond Drainage and Irrigation Upgrades Program – No 6 Road Ditch Improvement plus Hydraulic Model Update		Submission ID	4839
Location:	No 6 Road			
Cost:	\$621,000	OBI: \$0		
Funding Sources:	Utilities			
Scope:	<p>Hydraulic Model</p> <p>- A consultant will be hired to manage approximately 20kms of watercourse survey and input data into the existing hydraulic model. Additional survey data collected by the City since the previous project ended will also be added, as will all capital work upgrades. Rainfall intensity charts will be updated to reflect current data sets. Once updated, the model will be used to identify future capital work projects for drainage improvement.</p> <p>Ditch Improvement</p> <p>- 2650 linear meters of ditch will be regarded between the No. 6 Road North Pump Station and Highway 91.</p> <p>These projects are expected to be complete before 2012 year end.</p> <p>These projects do not impact those of other departments.</p> <p>Cost breakdown:</p> <p>Survey - \$50,000</p> <p>Modelling - \$200,000</p> <p>Ditch Improvement - \$371,000</p>			
				

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Fully Automate No 3 Road South and Horseshoe Slough Pump Station Irrigation Valves	Submission ID	4755
Location:	No 3 Road and Dyke Road		
Cost:	\$100,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	Fully automate No 3 Road South and Horseshoe Slough Drainage Pump Stations for irrigation purposes. Install valve actuator, PLC and level controls.		
	The project is estimated to take one week and be completed before the end of 2012.		
	Cost breakdown per station: Equipment - \$35,000 (\$70,000 total) Labour - \$15,000 (\$30,000 total)		
			

Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Gilbert South Pump Station Generator	Submission ID	4748
Location:	Gilbert Road and Dyke Road		
Cost:	\$100,000	OBI:	(\$1,500)
Funding Sources:	Utilities		
Scope:	<p>Construct a concrete pad with fenced surround. Purchase and install a 150 KW generator and connect via an existing transfer switch.</p> <p>The project is estimated to take 1 month and be completed before 2012 year end.</p> <p>This is a standalone project but does need to be completed before future generator upgrades can occur.</p> <p>Cost breakdown: Civil - \$15,000 Equipment - \$65,000 Installation - \$20,000</p>		



Program:	Infrastructure Program	Sub-program: Drainage
Project Name:	Long Shaft Pump Replacement Program	Submission ID 3998

Location: City Wide


Cost: \$450,000

OBI: \$0


Funding Sources: Utilities

Scope: Replace long shaft pumps in 3 drainage pump stations (Woodward Slough, Horseshoe Slough and No 7 Rd South). This is the 2nd year of a 4 year program.




Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	McCallan Road North Pump Station MCC Upgrade	Submission ID	4753
Location:	McCallan Road and River Road		
Cost:	\$175,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	<p>Replace existing MCC and install a transfer switch required for future generator upgrades.</p> <p>The project is estimated to take 1 month and be completed before 2012 year end.</p> <p>This is a standalone project but does need to be completed before future generator upgrades can occur.</p> <p>Cost breakdown: Equipment - \$100,000 Labour - \$45,000 Hydro - \$30,000</p> 		


Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	No 1 Rd Drainage Pump Station Upgrade	Submission ID	4726
Location:	No1 Road and River Road		
Cost:	\$3,450,000	OBI:	\$0
Funding Sources:	Utilities, External Sources and DCC		
Scope:	<p>Demolish the existing pump station and rebuild it to a modern standard. Increase pumping capacity by 143% and lower the low water pumping elevation. Landscape the construction area.</p> <p>The project is estimated to take 6 months. Ideally, construction will begin spring 2012.</p> <p>This is a single year project that is part of a larger strategy to increase the City's drainage capacity, increase pump station reliability and reduce flooding.</p> <p>Major Cost Components: Civil (65%) - \$2,230,000 Mechanical (19%) - \$665,000 Electrical (16%) - \$552,000</p>		





Program:	Infrastructure Program	Sub-program: Drainage
Project Name:	No 6 Road North Pump Station Generator	Submission ID 4756
Location:	No 6 Road and River Road	
Cost:	\$120,000	OBI: \$2,076
Funding Sources:	Utilities	
Scope:	<p>Construct a concrete pad with fenced surround. Purchase and install a 150 KW generator and connect via a new transfer switch.</p> <p>The project is estimated to take 1 month and be completed before 2012 year end.</p> <p>This is a standalone project but does need to be completed before future generator upgrades can occur.</p> <p>Cost breakdown: Civil - \$15,000 Equipment - \$85,000 Installation - \$20,000</p>	
		


Program:	Infrastructure Program	Sub-program: Drainage
Project Name:	Pump Station Level Control Upgrade – Multiple Stations	Submission ID: 4754
Location:	Pump Stations: No 3 Rd South, Nelson Rd South, Queen Rd North, No 6 Rd North, Dog Kennels, Green Slough, Miller Rd	
Cost:	\$140,000	OBI: \$0
Funding Sources:	Utilities	
Scope:	<p>To replace the existing float level controls to modern sonar level controls at the following seven pump stations:</p> <ul style="list-style-type: none">- No 3 Rd South,- Nelson Rd South,- Queen Rd North,- No 6 Rd North,- Dog Kennels,- Green Slough, and- Miller Rd. <p>The project is planned to be complete before 2012 year end.</p> <p>\$20,000 costs are anticipated per pump station.</p>	




Program:	Infrastructure Program	Sub-program:	Drainage
Project Name:	Seaton Road Laneway Drainage and Pavement Upgrade	Submission ID	4752
Location:	Seaton Road between Shell Road and 11720 Seaton Road		
Cost:	\$631,572	OBI:	\$1,393
Funding Sources:	Utilities and City Sources		
Scope:	<p>Install drainage and upgrade 700m of pavement along the existing laneway south of Williams Road and south of Seaton Road between Shell Road and 11720 Seaton Road. Does not include the addition of street lighting, curbs or gutters.</p> <p>The project is estimated to take 2-3 months and be complete by October 2012.</p> <p>This is a single year project that is part of a larger strategy to reduce laneway drainage issues in a number of areas around the City.</p> <p>Funding is requested from the Drainage Utility, General Reserves and the NIC (Neighbourhood Improvement Charge) fund.</p> <p>Major Cost Components: Drainage \$349,475 Pavement \$449,325 with \$167,228 included in the re-paving program</p>		
			

Program:	Infrastructure Program	Sub-program:	Waterworks												
Project Name:	Lulu East Waterworks Area	Submission ID	4715												
Location:	See Scope														
Cost:	\$1,635,868	OBI:	\$680												
Funding Sources:	Utilities														
Scope:	<p>This project includes 2074 meters of 200mm diameter watermain construction to replace the existing infrastructure. The proposed locations include:</p> <table border="1"> <thead> <tr> <th>Road</th> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td>No 7 Rd</td> <td>Cambie Rd</td> <td>Hwy 91</td> </tr> <tr> <td>Cambie Rd.</td> <td>734m West of No. 7 Rd</td> <td>No.7 Rd.</td> </tr> <tr> <td>No. 7 Rd.</td> <td>Hwy 91</td> <td>Westminster Hwy</td> </tr> </tbody> </table> <p>The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program.</p> <p>The program replaces ageing infrastructure prior to failure and improves fire protection.</p>			Road	From	To	No 7 Rd	Cambie Rd	Hwy 91	Cambie Rd.	734m West of No. 7 Rd	No.7 Rd.	No. 7 Rd.	Hwy 91	Westminster Hwy
Road	From	To													
No 7 Rd	Cambie Rd	Hwy 91													
Cambie Rd.	734m West of No. 7 Rd	No.7 Rd.													
No. 7 Rd.	Hwy 91	Westminster Hwy													
															

Program:	Infrastructure Program	Sub-program:	Waterworks																		
Project Name:	Lulu North Waterworks Area	Submission ID	4718																		
Location:	See Scope																				
Cost:	\$3,476,810	OBI:	\$731																		
Funding Sources:	Utilities																				
Scope:	<p>This project includes 2060 meters of 200mm diameter watermain construction and 600 meters of 300mm diameter watermain to replace the existing infrastructure. Some proposed locations include:</p> <table border="1"> <thead> <tr> <th>Road</th><th>From</th><th>To</th></tr> </thead> <tbody> <tr> <td>Voyageur Way</td><td>Simpson Rd</td><td>Olafsen Ave</td></tr> <tr> <td>Woodhead Rd</td><td>No 5 Rd</td><td>Montego St</td></tr> <tr> <td>Alexandra Rd</td><td>No 3 Rd</td><td>Garden City Rd</td></tr> <tr> <td>Ackroyd Rd</td><td>No 3 Rd</td><td>Arcadia Rd</td></tr> <tr> <td>Granville Ave</td><td>Garden City Rd</td><td>Ash Street</td></tr> </tbody> </table> <p>The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program.</p> <p>The program replaces ageing infrastructure prior to failure and improves fire protection.</p>			Road	From	To	Voyageur Way	Simpson Rd	Olafsen Ave	Woodhead Rd	No 5 Rd	Montego St	Alexandra Rd	No 3 Rd	Garden City Rd	Ackroyd Rd	No 3 Rd	Arcadia Rd	Granville Ave	Garden City Rd	Ash Street
Road	From	To																			
Voyageur Way	Simpson Rd	Olafsen Ave																			
Woodhead Rd	No 5 Rd	Montego St																			
Alexandra Rd	No 3 Rd	Garden City Rd																			
Ackroyd Rd	No 3 Rd	Arcadia Rd																			
Granville Ave	Garden City Rd	Ash Street																			
																					

Program:	Infrastructure Program	Sub-program:	Waterworks
Project Name:	Lulu West Waterworks Area	Submission ID	4719
Location:	See Scope		
Cost:	\$1,623,248	OBI:	\$ 570
Funding Sources:	Utilities		
Scope:	<p>This project includes 720 meters of 200mm diameter watermain construction and 840 meters of 300mm diameter watermain to replace the existing infrastructure on Williams Road from No.3 Road to No.4 Road.</p> <p>The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program. The program replaces ageing infrastructure prior to failure and improves fire protection.</p>		
			

Program:	Infrastructure Program	Sub-program:	Waterworks
Project Name:	Residential Water Metering	Submission ID	4781
Location:	City - Wide		
Cost:	\$1,600,000	OBI:	\$28,000
Funding Sources:	City Sources		
Scope:	This project allows for the installation of single-family and multi-family water meters on a volunteer basis.		
			

Program:	Infrastructure Program	Sub-program:	Waterworks
Project Name:	Sea Island Waterworks Area	Submission ID	4716

Location: See Scope

Cost: \$670,832

OBI: \$457

Funding Sources: Utilities

Scope:

This project includes 810 meters of 200mm diameter watermain construction to replace the existing infrastructure. The proposed locations include:


Road	From	To
Douglas Cr (Burkeville)	Wellington Cr	Cul-de-sac
Boeing Ave.	Wellington Cresc.	50 m north of Wellington Cresc.
Wellington Crescent	Catalina Crescent	Lancaster Crescent


The waterworks capital program is developed based on the City's long range infrastructure replacement strategy, watermain break history, 2041 OCP Water Modelling Study and the proposed road paving program.

The program replaces ageing infrastructure prior to failure and improves fire protection.



Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Blundell Forcemain Replacement (Terra Nova Area)	Submission ID	4733
Location:	Blundell Road: Frobisher Drive to Railway Avenue		
Cost:	\$1,427,000	OBI:	\$0
Funding Sources:	Utilities		
Scope:	<p>This project includes 550 meters of 500mm diameter forcemain construction including tie-ins.</p> <p>Major Cost Components:</p> <ul style="list-style-type: none">· Forcemain pipe work· Tie-ins to the existing sanitary infrastructure.		




Program:	Infrastructure Program	Sub-program: Sanitary Sewer
Project Name:	Gravity Sanitary Sewer Upgrade on Brown/Leslie Road (Bridgeport Sanitary Sewer Area)	Submission ID 4734
Location:	Brown/ Leslie Road	
Cost:	\$1,509,000	OBI: \$0
Funding Sources:	Utilities and DCC	
Scope:	<p>This project includes the replacement of 50 meters of 300mm diameter gravity sewer and 270 meters of 375mm diameter gravity sewer.</p> <p>Major Cost Components:</p> <ul style="list-style-type: none">- Sanitary sewer construction	
		

Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Minoru Pump Station Upgrade	Submission ID	4732
Location:	Lane North of 5600 Cedarbridge Way		
Cost:	\$2,874,000	OBI:	\$0
Funding Sources:	Utilities and DCC		
Scope:	<p>This project includes construction of a new pump station complete with wet well, VFD pumps, electrical kiosk, 100 meters of 675mm diameter gravity pipe and 150 meters of 400mm forcemain. This project will require land acquisition.</p> <p>Major Cost Components:</p> <ul style="list-style-type: none">• Land Acquisition• Pump Station Supply and Installation• Gravity Pipe Works• Forcemain Pipe Works		



Program:	Infrastructure Program	Sub-program: Sanitary Sewer
Project Name:	Pump Station and Forcemain Assessment and Upgrade	Submission ID: 4800
Location:	Various	
Cost:	\$750,000	OBI: \$0
Funding Sources:	Utilities	
Scope:	<p>This project will perform an assessment of sanitary pump stations and forcemains and implement improvements based on the assessments. A critical part of the assessments will be a quantification of FOG issues in the forcemain system and a review of FOG mitigation measures. Improvements will likely include:</p> <ul style="list-style-type: none">- Installation of pressure monitors;- Installation of forcemain bypass and inspection assemblies;- Upgrade electrical, control and telemetry kiosks; and- Improved pump station access and safety.	



Program:	Infrastructure Program	Sub-program:	Sanitary Sewer
Project Name:	Sanitary Sewer Replacement at 6331/6351 Cooney Road (City Centre Area)	Submission ID	4735

Location: 6331/6351 Cooney Road

Cost: \$296,000

OBI: \$0

Funding Sources: Utilities

Scope: This project includes the replacement of 110 meters of 200mm diameter gravity sewer.

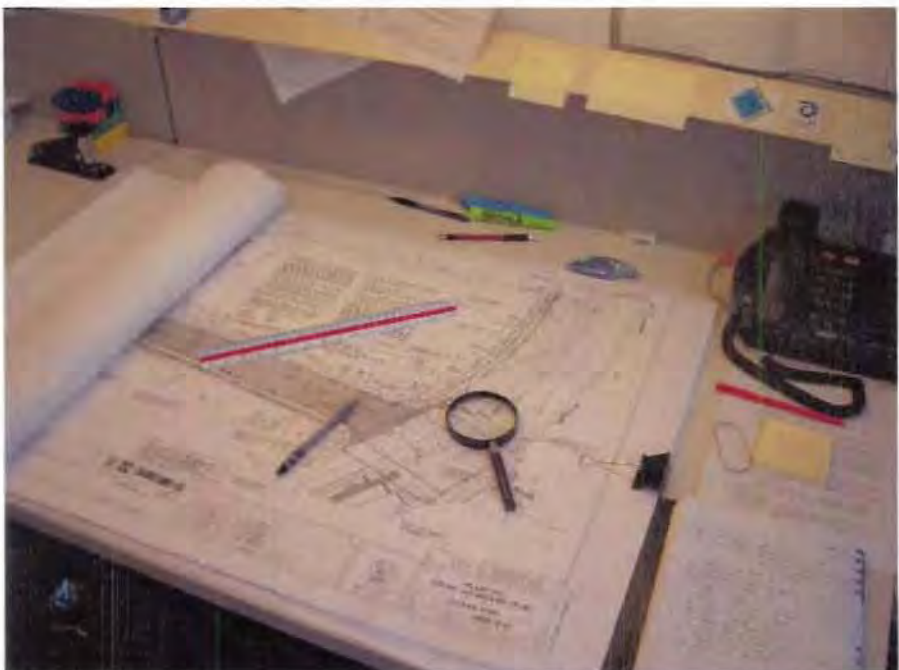
Major Cost Components:

· Sanitary Sewer Construction



Program:	Infrastructure Program	Sub-program:	Minor Public Works
Project Name:	PW Minor Capital - Traffic	Submission ID	3015
Location:	Various		
Cost:	\$250,000	OBI:	\$5,600
Funding Sources:	City Sources		
Scope:	<p>The general scope of this program includes various improvements to traffic systems as required.</p> <p>The program includes the following major components:</p> <p>A. Traffic Improvements: including minor crosswalks, bus stop improvements, wheelchair ramps and signage/safety improvements.</p> <p>B. Traffic Signal/Communications Network: infrastructure renewal, physical plant upgrading, ongoing infrastructure development testing and communications network conduit/cable.</p> <p>Funding assistance from ICBC and TransLink's Major Road Network (MRN) sources for some of these projects is available and applications would be submitted to the appropriate agency.</p> <div data-bbox="592 945 1209 1344"></div> <div data-bbox="592 1365 1209 1827"></div>		

Program:	Infrastructure Program	Sub-program:	Infrastructure Advanced Design										
Project Name:	PW Infrastructure Advanced Design	Submission ID	4750										
Location:	City Wide												
Cost:	\$949,516		OBI: \$0										
Funding Sources:	Utilities, DCC and City Sources												
Scope:	<p>In order for civil infrastructure projects to be well managed and meet schedule, Engineering Design and Construction requires projects to be designed up to a year in advance. This enables project estimates to be completed in time for budgeting and construction to proceed in a timely manner.</p> <table><tr><td>Sanitary</td><td>200,000</td></tr><tr><td>Water</td><td>400,000</td></tr><tr><td>Drainage</td><td>285,000</td></tr><tr><td>Roads</td><td>64,516</td></tr><tr><td>Total</td><td>\$949,516</td></tr></table>			Sanitary	200,000	Water	400,000	Drainage	285,000	Roads	64,516	Total	\$949,516
Sanitary	200,000												
Water	400,000												
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Roads	64,516												
Total	\$949,516												



Program:	Building Program	Sub-program:	Minor Building
Project Name:	City Centre Community Police Office	Submission ID	4948
Location:	5671 No 3 Rd		
Cost:	\$167,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The building at 5671 No 3 Rd is already owned by the city and would require tenant improvements only to make it a workable location. The scope of the work involves paint, front counter, carpet and security as well as the purchase and installation of the information technology to make the office fully utilizable.</p>		



Program:	Building Program	Sub-program:	Minor Building
Project Name:	Phoenix Net Loft Safety Repairs	Submission ID	4914

Location: Phoenix Net Loft (Water Lot 7990 in Steveston)

Cost: \$250,000

OBI: \$0

Funding Sources: City Sources


Scope: With the poor condition of the facility and given the need to retain a structure on the site so as not to restrict future options, the immediate scope of work includes demolition of the portions of the structure susceptible to collapse, such as the shed appendages and remaining portions of the exposed wharf deck (est. cost \$140,000), installation of lightweight shading elements required to prevent the creation of new marine habitat that could inhibit future clean-up operations should the structure collapse entirely (est. cost \$95,000), and commissioning an updated condition assessment report (est. cost \$15,000). Once the updated condition assessment is completed, staff would report back to Council seeking direction on the longer term future of the structure, specifically whether to demolish the structure or repair and/or rebuild the structure.



Program:	Building Program	Sub-program:	Minor Building
Project Name:	South Arm Pool Piping Repair	Submission ID	4932
Location:	10100 South Arm Place		
Cost:	\$85,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	Replace 100M of pool basin expansion joints, locate and repair the break in the sanitary line as well as install drain piping in the valve pit to ensure access to water slide valves. All three areas of work are required to stop the water loss.		



Program:	Building Program	Sub-program:	Major Building
Project Name:	Public Safety Building	Submission ID	4614
Location:	6900 Minoru Blvd.		
Cost:	\$1,100,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>With the RCMP relocating to No. 5 Road, there is an opportunity to consolidate city departments within the City Hall precinct. This includes HR, located at 6931 Granville, Project Development at 5440 Hollybridge Way and Parks Planning at the Works Yard. Consolidation of departments will increase synergies amongst all departments located in the civic core, reduces travel times, eliminates lease costs, and returns 6931 Granville to the City's land inventory for other uses, lease or sale.</p> <p>Estimated cost includes the upgrade of mechanical and electrical systems to address lifecycle and building deficiencies, removal of asbestos containing materials and renovate the interior to accommodate staff from three locations.</p> <p>Electrical \$200K Conveying \$20K Mechanical \$400K Site work \$70K Exterior \$80K Interior \$330K</p> <p>Note: This is Phase 2 of the stand alone project approved by Council in 2011. Subsequently, this building was included in the Minoru Precinct Plan and therefore no funding from this project will be spent until Council makes a final decision on the overall plan.</p>		



Program:	Building Program	Sub-program:	Major Building
Project Name:	Project Development Advanced Design	Submission ID	4773
Location:	City Wide		
Cost:	\$200,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	Engage the appropriate consultants (i.e. architects, engineers, designers) for a variety of proposed facility projects to determine the feasibility of each project. The consultants would develop conceptual plans and provide preliminary estimates and schedule for each proposed project.		
			

Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Sports Field Equipment	Submission ID	4955

Location: Minoru, Hugh Boyd & King George

Cost: \$54,000

OBI: \$0

Funding Sources: City Sources

Scope:

- Purchase 2 Soccer Team Players Bench Shelters for Minoru Oval \$20,300
- Installation of 4 players bench dugouts at Hugh Boyd Park \$27,700
- Purchase and install 1 set of rugby uprights at King George Park \$6,000



Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Parks Ageing Infrastructure Replacement Program	Submission ID	4588

Location: Minoru & Hamilton Sport Courts

Cost: \$100,000

OBI: \$0

Funding Sources: City Sources

Scope: For 2012, Sport Court resurfacing retrofit estimates are:

Minoru Tennis Courts:

New acrylic sport surfacing \$ 35,000

Hamilton Basketball Courts

Crack repairs \$ 5,000

New Asphalt lift \$ 60,000

Total \$100,000



Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Parks General Development	Submission ID	296

Location: Various

Cost: \$250,000

OBI: \$3,000

Funding Sources: DCC and City Sources

Scope:

A variety of construction, fabrication, and installation of Park components that includes building of community gardens, landscaping, pathways, benches, picnic tables, fencing, sportsfields upgrades, drainage & irrigation, gathering areas, signage and way-finding, etc.

This program meets the City Vision by:

- Maintaining basic park elements to ensure public safety and proper working condition
- Ensuring park areas are well kept and attractive in appearance
- Encouraging use and fostering "adoption/ownership" of sites by residents
- Promoting cooperation and sponsorship with private business.



Program:	Parks Program	Sub-program:	Minor Parks
Project Name:	Unsafe Playground Replacement Program	Submission ID	2867

Location: Various

Cost: \$200,000

OBI: \$2,000

Funding Sources: City Sources

Scope: Work will focus on fixing or replacing individual components of play equipment, removing or replacing outdated equipment, and/or upgrading the surfaces under play equipment.

The preliminary list of projects for 2012 includes:

Ferris School/Neighbourhood Park

Terra Nova South Neighbourhood Park

Historical costs since 2005 to upgrade a single playground to current CSA standards have been between \$70,000 - \$200,000 (depending on the size and variety of play equipment and play surfaces).



Program:	Parks Program	Sub-program:	Major Parks/ Streetscapes
Project Name:	Blundell Park - Sportsfield Upgrade	Submission ID	4688
Location:	Blundell Park		
Cost:	\$100,000	OBI:	\$6,300
Funding Sources:	DCC and City Sources		

Scope: Scope of work includes:


Excavation and installation of a sand-base and drainage piping system.

Ground Survey	\$5000
Drainage Piping System	\$35,000
Sand base	\$77,000
Manhole & catch basins	<u>\$13,000</u>
Total Construction	130,000
(User Fee contribution)	<u>-\$30,000</u>
Total Capital required	\$100,000

Construction period Sept - Oct (4 weeks)












Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Characterization - Neighbourhood Parks	Submission ID	2394
Location:	Various		
Cost:	\$100,000	OBI:	\$2,000
Funding Sources:	DCC and City Sources		
Scope:	<p>The preliminary list of projects for 2012 includes:</p> <p>Railway Corridor - \$50,000 - Proposed work includes tree planting, land shaping, installing pathways and site furniture.</p> <p>Terra Nova South Neighbourhood Park - \$50,000 - Proposed work includes tree planting, land shaping, installing pathways and site furniture, and possibly adding a community art feature.</p> <p>(Schedule dates for design and construction is typically from Feb - Oct. depending on size and complexity of the projects)</p>		



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Garden City Park	Submission ID	4956
Location:	Garden City and Granville Ave.		
Cost:	\$500,000	OBI:	\$0
Funding Sources:	External Sources		
Scope:	<p>Landscape development: Rejuvenating the mixed Birch - Pine- Cottonwood forest by removing/managing invasive plants, and planting new trees. Budget estimate: \$50,000.</p> <p>Shoreline enhancement: Constructing boardwalks to improve public access at the edge of the pond; planting vegetation to enhance shoreline habitat. Budget estimate: \$100,000.</p> <p>Play features: Expanding and improving existing play features in the Play Environment. Budget estimate: \$350,000.</p> <p>Funding for this project will come from a \$500,000 developer's contribution associated with rezoning of property at the northeast corner of Garden City Road and Cook Road.</p>		



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Parks Advance Planning & Design	Submission ID	2488
Location:	Various		
Cost:	\$275,000	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>The advance research, planning and design of parks, trails & open spaces. Planning & design of projects are completed both internally thru City Planners and externally by consultants. Scope of work includes the planning & design process thru meetings with community associations, parent advisory groups, school district, internal and external government agencies, and the general public (open house sessions). From these design sessions and meetings, preliminary and design concepts are transformed into detail drawings for construction.</p> <p>2012 Projects include: Conceptual Park & Open Space Planning for various sites. Topographical Surveys (engineering site survey pick-up) Waterfront & Trails Strategy Implementation projects Park Characterization projects</p>		
	<div style="display: flex; justify-content: space-between;"> <div> <p>CONCEPTS + MATERIALS</p>  <p>SYNCHRONIZING PLANTING & MATERIALS ALONG WATERFRONT TO DEFINE AND CATHETERING RIVERS WHOSE RIVERS OF MATERIALS CREATE A SENSE OF REPETITION & VARIATION ALONG THE DRY</p> </div> <div> <p>ATTACHMENT #2</p>  <p>MATERIALS</p> </div> <div>  <p>CATHETERING RIVERS</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div>  <p>NATIVE PLANTS</p> </div> <div>  <p>SEATING</p> </div> <div>  <p>OVER BRIDGE</p> </div> <div>  <p>OVER BRIDGE</p> </div> <div>  <p>OVER BRIDGE</p> </div> <div>  <p>OVER BRIDGE</p> </div> </div> <p>OVAL WEST WATERFRONT PARK - CONCEPT IMAGES <small>(OCTOBER 11, 2011)</small></p>		

Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Terra Nova - Play Environment	Submission ID	4197

Location: Terra Nova Northwest Quadrant

Cost: \$1,000,000

OBI: \$20,000

Funding Sources: DCC and City Sources

Scope:

For 2012, a new major play and picnicking area is planned to be constructed at the park following a master planning process in 2011. With the proven success of the Garden City Park play environment, a unique agriculture/ heritage themed play ground will be implemented. This project will provide yet another significant amenity of regional significance along the Middle Arm waterfront and supports the future population growth along the North Arm of City Centre. (Oval & ASPAC development)

To date, the City has completed approx. 50% of the total approved park masterplan estimate of \$8 Million for the development at Terra Nova. As directed By Council in 2011, the scope of work was revised for 2012 to fast track the development of a play environment.

2012 Scope of Work (March - Dec):

Design and Consultation \$100,000

Play Environment \$700,000

Landscaping \$200,000



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	The Gardens Agricultural Park - OBI Submission	Submission ID	4931

Location: No. 5 Road & Steveston (Shellmont)

Cost: \$1

OBI: \$60,000


Funding Sources: City Sources

Scope: The City will acquire the property in 2011 and will take full responsibility for the maintenance of the grounds as soon as the purchasing sale agreement has been finalized. There are approx. 7 acres of land which will require immediate attention for maintenance operations and landscaping.

The level of maintenance for this site would be comparable to the Middle Arm and other higher profile green space amenities within the City's inventory.



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	The Gardens Agricultural Park - Phase 1	Submission ID	4690
Location:	No. 5 Road & Steveston (Shellmont)		
Cost:	\$100,000	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	<p>Detailed planning and design will be completed followed by construction documents and specifications for Phase 1 of the park development. The funding will be applied to consultant fees and additional study for the biophysical inventory of the site.</p> <p>Total estimate cost for the development based on the Council approved concept plan is approx. \$5 - \$7 Million. Detail construction estimates will be provided when detail design and engineering drawings are completed in 2012.</p>		

Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	Trails	Submission ID	4207
Location:	Various		
Cost:	\$200,000	OBI:	\$5,000
Funding Sources:	DCC and City Sources		
Scope:	<p>In 2010, the City purchased Canadian Pacific Railway corridor adjacent to Railway Avenue. In the tradition of the Rails to Trails movement, this prime piece of real estate running from Granville Avenue to Garry Street in Steveston fulfills the long held City vision of creating a major recreational and ecological north-south greenways that connects the South Arm of the Fraser to the Middle Arm dyke or Steveston to Terra Nova to City Centre. There are opportunities to work with multiple departments to fulfill a number of objectives such as eco-Plus+, rainwater management, the Parks Strategy Green Network, increased bike network to name a few. The Railway Avenue Lands run from Granville Avenue to Garry Street. They are approximately 50 to 60 feet wide and have a total area of approximately 14.7 acres (± 2.25 miles).</p> <p>In 2012, projects include the planning, design, and preparation of the Railway Corridor Trail System and the integration of staging areas in conjunction with the construction of the pump stations project managed by Engineering.</p> <p>Railway Corridor (Feb - Nov) Planning, Design, & Site Preparation \$150,000</p> <p>Staging Areas (Feb - Dec) Design & Implementation \$50,000</p> 		

Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	West Cambie Greenway	Submission ID	4923

Location: West Cambie Area

Cost: \$300,000

OBI: \$12,000

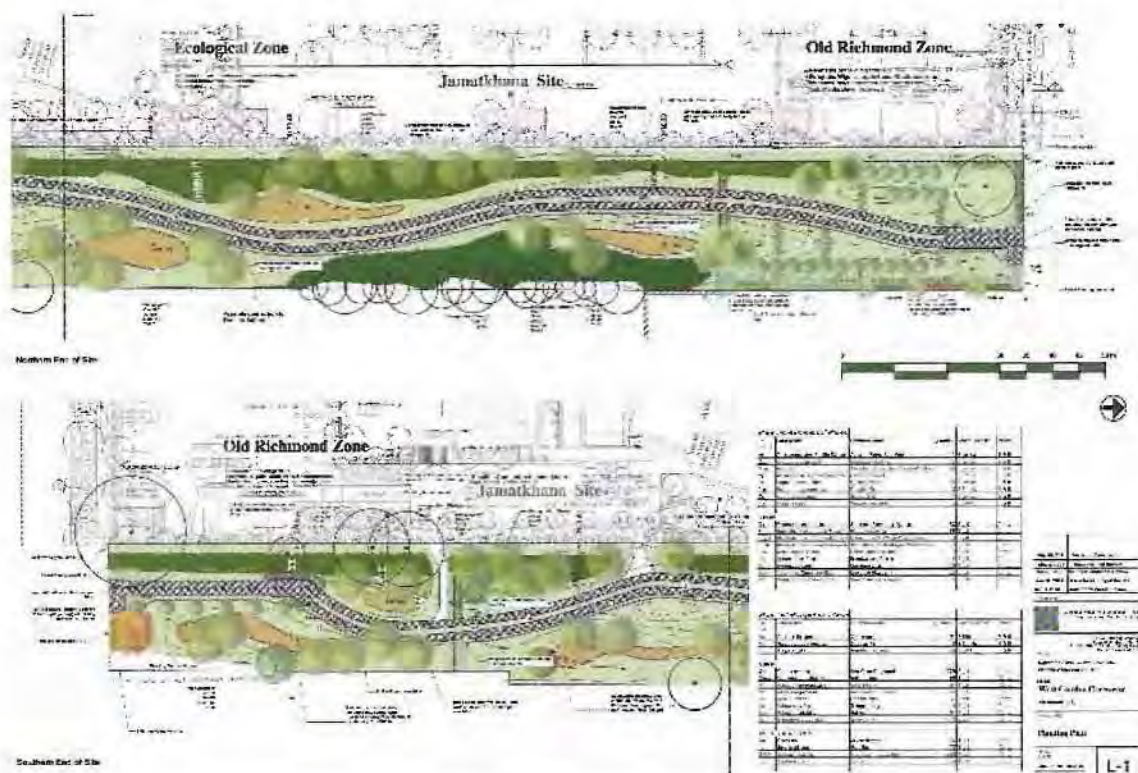
Funding Sources: DCC and City Sources


Scope:

The West Cambie Greenway is one of the circulation links that comprise the Alexandra Neighbourhood Open Space system. It will help connect pedestrians and cyclists to the local Neighbourhood Park, as well to existing (and future) residential and commercial development sites within the West Cambie area.

Work will focus on development of the greenway/trail located on two City owned properties: 9600 Cambie Road and 9611 Odlin Road. The project includes: storm drainage; finish grading of landforms; pedestrian/cyclist trail; electrical conduits for (future) pedestrian scale lighting; fencing; hydro seeding of lawn areas; and shrub and tree planting.

Site Drainage	\$ 20,000
Hard Landscaping	\$ 90,000
Site Furnishing	\$ 18,000
Soft Landscaping	\$155,000



Program:	Parks Program	Sub-program:	Major Parks/Streetscapes
Project Name:	West Cambie Neighbourhood Park	Submission ID	831
Location:	West Cambie		
Cost:	\$300,000	OBI:	\$10,000
Funding Sources:	DCC and City Sources		
Scope:	<p>2012 (Phase 1) - Initial work will focus on the design of the local park space that is centrally located within the Alexandra neighbourhood of West Cambie. This park is unique, containing stands of large trees, and remnants of garden landscapes from the original single family lots. Two major objectives of the plan will be to:</p> <ol style="list-style-type: none">1) preserve existing natural features while considering introducing new open space and recreational amenities to the site, and2) integrate within the new plan the energy centre building that is already located within the park property and that will service the West Cambie District Energy field (under construction within the nearby greenway property) <p>2013 (Phase 2) - Construction will include demolishing old structures (on acquired properties); clearing and grubbing of parts of the land; grading and seeding of new landscaped areas; installing storm drainage; rejuvenating and enhancing existing stands of vegetation; constructing pathways and installing site furniture.</p> <p>Future phases will be designed and implemented as the City continues to acquire adjacent properties.</p>		
			

Program:	Parks Program	Sub-program:	Parkland Acquisition
Project Name:	Parkland Acquisition - Development	Submission ID	4950

Location: No 2 Rd and Dyke Rd

Cost: \$5,803,180

OBI: \$0

Funding Sources: DCCs

Scope:


The proposed development reflects the agreement between the City of Richmond and Oris Development (Kawaki) Corp. to cooperatively undertake the site planning and development of this critical site on the waterfront, at the end of No. 2 Road, that will facilitate the development of a unique water-fronting City public park in this unique emerging neighbourhood at the south end of No. 2 Road.

The subject development involves consolidation of three (3) City-owned lots (13100, 13120 and 13140 No. 2 Road) and the applicant's lot (6160 London Road) and subdivision in two (2) parcels.

The proceeds on disposition of the City-owned lots will be used to acquire the applicant's lot and the internal transfer of existing City owned lands into parkland.



Program:	Land Program	Sub-program:	Land Acquisition
Project Name:	Strategic Land Acquisition	Submission ID	3495
Location:	Various		
Cost:	\$8,850,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>Funds for land acquisition to meet City needs, other than DCC and other special reserve funded projects, are set aside in the Capital Reserve under the Industrial Use Fund. This capital budget submission is to use land acquisition monies from this fund as well as additional general funds approved by Council, for a variety of Council approved acquisitions.</p>		



Program:	Affordable Housing Program	Sub-program:	Affordable Housing
Project Name:	Affordable Housing Projects- City Wide	Submission ID	4834

Location: Various


Cost: \$750,000


OBI: \$0

Funding Sources: City Sources


Scope: To purchase land and financially contribute to various affordable housing projects as needs are identified, in accordance with Council-adopted Affordable Housing Strategy.





Program:	Affordable Housing Program	Sub-program:	Affordable Housing
Project Name:	Affordable Housing Projects- City Wide Development	Submission ID	4807
Location:	Various		
Cost:	\$402,500	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The City has received two proposals for the development for affordable housing development in the City Centre that request financial offsets from the City's Affordable Housing Reserve Funds to cover development cost charges and building permit fees. Providing financial offsets for these proposed projects will require Council approval.</p> <p>The proposed construction commencement date for both projects is 2012, with both requiring Council approval.</p> <p>The proposed projects entail:</p> <p>Project 1: A City-owned site designated for affordable housing, tentatively to be developed by a consortium of 5 non-profit affordable housing providers and a private developer.</p> <p>Project 2: Non-Profit Affordable Housing Provider and Private Developer partnership with a request for City financial offsets (DCC and Building Permit relief and Affordable Housing Cash-In-Lieu refund).</p> <p>The provision of City contributions will assist both projects to offer affordable rents potentially well below at the rates set out in the Affordable Housing Strategy.</p>		
			

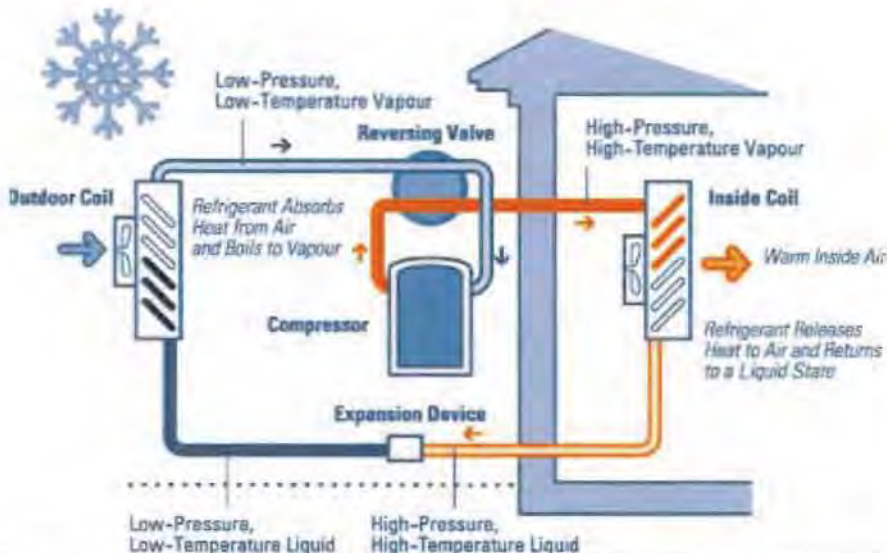
Program:	Affordable Housing Program	Sub-program:	Affordable Housing
Project Name:	Affordable Housing Projects- West Cambie	Submission ID	4863
Location:	Various		
Cost:	\$150,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	To purchase land and financially contribute to various affordable housing projects as needs are identified in West Cambie, in accordance with Council-adopted Affordable Housing Strategy.		
			

Program:	Equipment Program	Sub-program:	Vehicle Equipment
Project Name:	Vehicle and Equipment Reserve Purchases (PW and Corporate Fleet)	Submission ID	603
Location:	Works Yard and Various City Departments		
Cost:	\$2,129,500	OBI:	\$0
Funding Sources:	City Sources and Utilities		
Scope:	<p>Items in the identified scope require replacement in the year noted due to vehicles reaching the end of their life cycle and increasing maintenance costs associated with their current condition. Vehicles/equipment which present safety concerns are also included in the scope.</p> <p>This project supports Council's Green Fleet Policy 2020 which seeks to manage the corporate fleet according to green fleet objectives and performance standards. It also supports operating departments by providing the resources they require to meet their established mandates. Scope also includes vehicle outfitting as required to coincide with individual user department needs. This project includes the following items:</p> <ul style="list-style-type: none"> - 503: 1987 Art Tec Flat Deck Trailer - \$7,500 - 557: 1988 U-Built Flatdeck Trailer - \$10,000 - 667: Toro Mower - \$40,000 - 729: 1992 Eh Wachs Tank - \$50,000 - 794: 1994 Hino Flat Deck Paint Stripper - \$215,000 - 849: 1995 Ford Flat Deck - \$47,000 - 884: 1996 GM Flat Deck - \$10,000 - 945, 964: 1997 Ford Econo Van - \$140,000 (\$70,000 each) - 981: 1999 Ford F450 Truck - \$75,000 - 1004: 1998 Plymouth Voyager Van - \$32,000 - 1007, 1008, 1009, 1010: 1996 Ford Pick-Up Truck - \$120,000 (\$30,000 each) - 1016: 1999 Ford E450 Mini Bus - \$120,000 - 1023, 1024: 2000 John Deere Tractor Mower - \$78,000 (\$39,000 each) - 1025: 1999 New Holland Tractor - \$65,000 - 1026: Verti Drain - \$60,000 - 1028: 1999 John Deere Tractor Mower - \$22,000 - 1030: 2000 GMC 4x4 Pick-up Truck - \$50,000 - 1079: 2000 Hitachi Excavator and Trailer - \$320,000 - 1085: 2001 Grumman Workhorse Van - \$100,000 - 1086: 2001 Chevy Cavalier - \$28,000 - 1095, 1096: 2001 E-350 1-Tonne Versalift Van - \$215,000 (\$95,000 and \$120,000) - 1105: 1982 Hyster Fork Lift - \$40,000 - 1134, 1135, 1136, 1137: 2001 John Deere Ride-On - \$120,000 (\$30,000 each) - 1193: 2003 Ford Cargo Van - \$35,000 - 1197: 2003 Ford F-150 Pick Up Extended Cab - \$30,000 - Unallocated - \$100,000. 		

Program:	Equipment Program	Sub-program:	Vehicle Equipment
Project Name:	Vehicle/Equipment Reserve Purchases Carry Over from Project 40517 (PW)	Submission ID	4772
Location:	Works Yard and Various City Departments		
Cost:	\$836,276	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The purpose is to close out project 40517 - PW Vehicle Reserve Purchases (2008) and carry over any units outstanding as of December 31, 2011 to complete the remaining purchases in 2012. As this represents carryover of already approved funding, there is no net financial impact associated with this submission.</p> <p>Vehicle and equipment purchases are outstanding due to anticipated delayed delivery timeliness associated with the design/build process by vendors as well as pending clarification from user departments on requirements. Should units be received and paid for prior to December 31, 2011, this project will be reduced accordingly by the available project balance.</p> <p>These are vehicles that were previously identified for replacement due to their age and condition. All units are in the process of either being out to tender in the marketplace or specifications are being prepared with various user groups.</p> <p>This project involves the anticipated funding carry over for the following units:</p> <ul style="list-style-type: none"> - 501: 1987 Art Tech Flatdeck Trailer - \$3,500 - 842: 1994 Leroi Compressor - \$41,900 - 845: 1995 Ford Pick Up - \$42,000 - 853: 1995 Ford Flatdeck - \$82,688 - 859: 1995 Freightliner Tandem Dump - \$254,700 - 867: 1995 Ford Van - \$44,100 - 877: 1996 Freightliner Dump Truck - \$254,700 - 1000: 1996 Ford 2whdr Pick Up Truck - \$40,000 - 921: 1997 Ford Pick Up - \$42,688 - 931: 1997 Ford Ranger: \$30,000 		
			


Program:	Equipment Program	Sub-program:	Technology
Project Name:	Energy Management - Continuous Optimization Implementation	Submission ID	4725
Location:	Watermania, Richmond Ice Centre, City Hall, and Main Library		
Cost:	\$247,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>This project will monitor in real-time energy and emissions for four of the City's most energy consumptive buildings, currently data is entered on a month by month basis with an approximate 1.5 month delay. If the benefits of the project are proven to be substantial, the same system may be incorporated into a wide range of City owned or leased assets over time.</p> <p>This pilot project will include the following for each of the buildings involved;</p> <ul style="list-style-type: none"> -real time energy and emissions data for total energy use (electricity and gas) for 7 years -a detailed baseline energy use study and analysis -assessment of energy retrofit opportunities -implementation of identified retrofit projects with a 2 year or less payback at that time-the upgrading of the electrical meters -installation of energy use data loggers <p>The preliminary elements of the project (baseline study and installation of the tracking technology) can start immediately, with retrofits and/or upgrades scheduled to be completed by 2013. The project will be in conjunction with the BC Hydro Continuous Optimization program, which will cover a majority of the project costs (over the 7 years of the project).</p> <p>The City's financial commitment is to cover the implementation of any energy retrofits and upgrades identified that have a 2 year or less payback. The cost of implementation is estimated to be \$105,000 (\$0.20/ft²) - \$80,000 in 2012 and \$25,000 in 2013. Once implementation of the energy saving opportunities have been completed, it is estimated that there will be between \$51,000 to \$206,00 in yearly energy cost avoidance savings (based on current 2011 rates), given an estimated 5-20% savings in energy use at each building.</p>		
 			

Program:	Equipment Program	Sub-program:	Technology
Project Name:	Energy Management - RTU Heat Pump Replacement	Submission ID	4749
Location:	Kwantlen Building, Steveston Community Centre, West Richmond Centre, Public Works Yard		
Cost:	\$138,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>Twenty-three gas fired heating and cooling rooftop units (RTU) were identified during a 2009 assessment to be near the end of the usable life on various City owned or leased buildings. As these units are to be replaced in the near term, this project is proposing to replace all of the units with electrical heat pumps (with solar electrical generation panels, if possible).</p> <p>The total cost of the project is estimated to be \$138,000, based on an incremental cost of \$6,000 a unit. Preliminary assessments indicate that these heat pumps could reduce our greenhouse gas emissions by approximately 300 tonnes of CO2 annually, which after 2012 will avoid the purchase of \$7,500 in carbon offsets annually (based on \$25/ton of CO2). External funding sources (such as through Fortis BC) may be available, and will be researched thoroughly before proceeding with this project.</p>		



The diagram illustrates the heat pump cycle. It shows a closed loop of refrigerant. On the left, an outdoor coil is connected to the loop. A blue arrow indicates the flow of refrigerant from the outdoor coil to the compressor. The refrigerant is labeled as "Low-Pressure, Low-Temperature Vapour" at the top left. The compressor is shown as a blue cylinder. The refrigerant then flows to the right, where it enters an indoor coil. The refrigerant is labeled as "High-Pressure, High-Temperature Vapour" at the top right. The indoor coil is connected to the loop. A red arrow indicates the flow of refrigerant from the indoor coil to the expansion device. The refrigerant is labeled as "High-Pressure, High-Temperature Liquid" at the bottom right. The expansion device is shown as a small white box. The refrigerant then flows back to the outdoor coil, labeled as "Low-Pressure, Low-Temperature Liquid" at the bottom left. The cycle is completed by the compressor. The diagram also shows a reversing valve at the top. The outdoor coil is labeled "Outdoor Coil" and the indoor coil is labeled "Indoor Coil". The refrigerant is labeled "Refrigerant Absorbs Heat from Air and Boils to Vapour" at the outdoor coil and "Refrigerant Releases Heat to Air and Returns to a Liquid State" at the indoor coil. The indoor coil is also labeled "Warm Inside Air".

Program:	Equipment Program	Sub-program:	Technology
Project Name:	Energy Management - South Arm Community Centre Solar Wall	Submission ID	4743
Location:	South Arm Community Centre		
Cost:	\$80,000	OBI:	\$500
Funding Sources:	City Sources		
Scope:	<p>The scope of work for this project includes the following:</p> <ul style="list-style-type: none">-Complete a feasibility study to quantify the potential benefits and to determine a precise suitable location for installing a solar wall at South Arm Community.-Install a solar wall to pre-heat or cool ventilation air at South Arm Community Centre, and replace some of the current gas heating and cooling currently in place.-Monitor and verify the energy cost savings.-Install interpretation signage or real time display of energy production and/or GHG reduction in the community centre. <p>Feasibility study to be conducted in 2012, followed by the construction and commissioning of the solar wall by 2013.</p> <p>The total cost of the project is estimated to be \$80,000, including \$10,000 allocated for a feasibility study. Preliminary estimates indicate that the solar wall could displace approximately 60% of the natural gas heating energy used at South Arm and would avoid approximately \$8,800 in energy costs annually (based on current 2011 rates), or approximately 650 GJ of natural gas annually. External funding sources may also be available, and will be researched during the feasibility study portion of the project.</p>		



Program:	Equipment Program	Sub-program:	Computer Capital
Project Name:	Existing Operational Computer Services Infrastructure Lease Funding	Submission ID	4677

Location: City Hall

Cost: \$528,100

OBI: \$0

Funding Sources: City Sources

Scope:

This is to fund operational enterprise computer infrastructure used by all City departments to deliver their existing service. This project funds existing leases and new leases to replace infrastructure.

The recent adoption of Tangible Capital Asset system has now necessitated including this type of equipment in the capital program whereas it was previously included in the operating program. The requested funding amount is the same amount previously included in the operating budget.



Program:	Equipment Program	Sub-program:	Computer Capital
Project Name:	Electronic Purchase Requisition	Submission ID	4945

Location: City Hall

Cost: \$300,000

OBI: \$0

Funding Sources: City Sources

Scope:

The purpose is to implement a City wide automated procure to pay system in which staff will have the capability to enter, authorize and approve on-line purchase requisitions.

The general scope of the project would include the following components:

- acquisition of on-line requisitions and workflow
- pre-implementation work
- hiring consultant to integrate
- implementation and testing of software
- identification of training requirements
- staff training
- program roll out



Program:	Equipment Program	Sub-program:	Computer Capital
Project Name:	Existing Operational Desktop Computer Hardware Funding	Submission ID	4739

Location: City Hall
Cost: \$330,000
Funding Sources: City Sources


OBI: \$0


Scope:

This project provides annual operational funding for existing desktop computer hardware and peripherals based on 5-year evergreen cycle to support current service levels. This approach has enabled I.T. to provide a cost effective balance between the escalating cost of support of ageing equipment and ensuring that desktop hardware is effective enough to run City applications.


The recent adoption of Tangible Capital Asset system has now necessitated including this type of equipment in the capital program whereas it was previously included in the operating program. The requested funding amount is the same amount previously included in the operating budget.



Program:	Equipment Program	Sub-program:	Computer Capital												
Project Name:	Fibre Optic Cabling to City Facilities- Group 2	Submission ID	4679												
Location:	Fire Hall #6, South Arm Community Centre, RCMP Community Police Office, Watermania and Ice Centre														
Cost:	\$200,000 (Partial Funding – Additional Funding in 2013)	OBI:	\$0 (OBI of -\$45,035 will be realised when the additional funding is provided and the project is completed)												
Funding Sources:	City Sources														
Scope:	<p>In 2016 Telus will double the cost of essential connection services between City Hall and some City facilities. This project is to replace the Telus fibre that currently runs to the Fire Hall #6, South Arm Community Centre, RCMP Community Police Office, Watermania and Ice Centre with city-owned fibre. This is enterprise work and the facilities listed require a fibre connection to the City. Costs include design, remediation of existing potential conduit, laying of conduit, pulling of fibre and terminations.</p> <p>In addition, running City fibre to the various facilities can reduce current telephone costs by 60%. The funding for telephone services are currently provided in facility budgets. As the service via fibre would be provided by IT, it would be necessary to move the funding (40% of current costs) to the IT Division budget. This project, once complete (2012 to 2015), has a 7 year payback.</p> <p>Running Fibre to the facilities would result in the following:</p> <table><tr><td></td><td>Project Connection Costs</td><td>Telephone</td></tr><tr><td>Current</td><td>\$29,540</td><td>\$35,672</td></tr><tr><td>Post 2015</td><td>\$73,200</td><td>\$35,672</td></tr><tr><td>Proposal (fibre)</td><td>\$6,000</td><td>\$14,269</td></tr></table>				Project Connection Costs	Telephone	Current	\$29,540	\$35,672	Post 2015	\$73,200	\$35,672	Proposal (fibre)	\$6,000	\$14,269
	Project Connection Costs	Telephone													
Current	\$29,540	\$35,672													
Post 2015	\$73,200	\$35,672													
Proposal (fibre)	\$6,000	\$14,269													
															

Program:	Equipment Program	Sub-program:	Computer Capital/Software
Project Name:	Existing Operational Application Software Funding	Submission ID	4740
Location:	City Hall		
Cost:	\$200,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>This is the annual operational funding for existing application software that is used by all City departments to provide desktop software upgrades, ensuring that systems remain operational. It is also used for funding replacement of our existing desktop application software to ensure continuation of current services.</p> <p>The recent adoption of Tangible Capital Asset system has now necessitated including this type of equipment in the capital program whereas it was previously included in the operating program. The requested funding amount is the same amount previously included in the operating budget.</p> 		

Program:	Equipment Program	Sub-program:	Computer Capital/Software
Project Name:	Windows 7 / Office 2007 Infrastructure	Submission ID	4874
Location:	City Hall		
Cost:	\$375,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The desktop system is being upgraded significantly from Windows 2000/Office 2000 to Windows 7/Office 2007. That significant change necessitates back-end upgrades. This ensures operational enterprise desktop systems effectiveness for all City departments to carry out their day to day operations.</p> <p>The following require significant remediation to work with Windows 7:</p> <ul style="list-style-type: none">- P/Y Drive (Re-work integration between applications and storage) \$100K- Templates/Macros (Approx. 800 remain out of 1300) \$75K- Telephone/Voicemail/Desktop Integration \$100K- Rework/upgrade of non-compatible existing line of business applications \$100K		



Program:	Equipment Program	Sub-program:	Fire Dept Vehicles
Project Name:	Fire Vehicle Replacement Reserve Purchases	Submission ID	850

Location: Fire-Rescue

Cost: \$818,000

OBI: \$0

Funding Sources: City Sources

Scope: Emergency vehicle (Unit 613) requires replacement, which takes approximately 18 months from date of order to deployment.

Estimated replacement cost is \$818,000 CDN.



Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Fire Equipment Replacement	Submission ID	4442

Location: Fire-Rescue

Cost: \$95,142

OBI: \$0

Funding Sources: City Sources

Scope: Equipment replacement:
Air cylinders (SCBA) - 55 units (\$70,500)
Fire fighting hose 30 lengths (\$15,682)
Thermal Imaging Cameras (\$8,960)



Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Fire Training Site	Submission ID	4676
Location:	Fire-Rescue		
Cost:	\$200,000	OBI:	\$35,500
Funding Sources:	City Sources		

Scope:

The scope of work includes:


- installation of a modular fire training structure and classroom
- installation of training props such as fire hydrants, gas valves and electrical power lines
- development of a emergency vehicle driver obstacle course




Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Library Book Purchases	Submission ID	4924
Location:	Library		
Cost:	\$1,160,000	OBI:	\$0
Funding Sources:	City Sources		


Scope: This project entails the purchasing, cataloguing and processing of books, DVDs, and CDs. It covers the costs of acquiring the material and getting it to the shelf ready for customers to take it out. Components include purchase of the material including freight costs, plus the cost of cataloguing, processing and reinforcement of book bindings as necessary.



Program:	Equipment Program	Sub-program:	Miscellaneous Equipment
Project Name:	Parking Pay Station - Replacement	Submission ID	4682
Location:	Various		
Cost:	\$208,750	OBI:	\$0
Funding Sources:	City Sources		
Scope:	Acquire and install pay stations. 2012 - \$208,750 2013 - \$328,750		
This initiative will occur over a two-year period.			
			

Program:	Child Care Program	Sub-program:	Child Care
Project Name:	Child Care Projects- City Wide	Submission ID	4873
Location:	Various		
Cost:	\$50,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	To ensure sufficient funding is available to administer the City's Child Care grant program.		




Program:	Child Care Program	Sub-program:	Child Care
Project Name:	Hamilton Child Care Facility	Submission ID:	4871
Location:	23591 Westminster Highway		
Cost:	\$400,000	OBI:	\$25,100
Funding Sources:	City Sources		
Scope:	<p>The purpose of this request is to transfer funds from the City Wide Child Care Reserve to Projects, thereby enabling the City to respond when opportunities arise for future child care facility development (e.g. contributing to land acquisition costs, construction costs, or related expenses).</p> <p>The total amount of the transfer may cover additional capital expenses related to:</p> <p>Project 1: TransLink Development, Hamilton Child Care Facility One-storey, 3,400 square foot modular building. Total Estimated Cost: \$1,103,126.00</p> <p>Project 2: Capital expenses to be determined as other City wide child care facility development projects arise.</p>		
			

Program:	Child Care Program	Sub-program:	Child Care
Project Name:	West Cambie Child Care Facility	Submission ID	4869
Location:	4033 Stolberg		
Cost:	\$700,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	<p>The purpose of this request is to transfer funds from the West Cambie Child Care Reserve Fund to Projects, thereby enabling the City to respond when opportunities arise for development of child care facilities in West Cambie (e.g. contributing to land acquisition costs, construction costs, or related expenses). This will ensure that sufficient funding is available for the re-payment of the West Cambie Inter-fund transfer to cover the City's financial contribution towards the development of the child care in the Remy development.</p>		
			

Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Repayments
Project Name:	Parkland Acquisition Repayment	Submission ID	929 and 4949
Location:	As per Parks DCC land acquisition plan.		
Cost:	\$4,750,000 (City Wide) \$746,258 (West Cambie)	OBI:	\$0
Funding Sources:	DCC and City Sources		
Scope:	Acquisition of land as prioritized in the Council approved 2009 Park Land Acquisition strategy for the purposes of creating or completing parks and open spaces to meet the needs of the city's growing population. The funding is typically allocated to an acquisition or acquisitions by year end.		

Northeast Bog Forest Scale NTS 2011 Photo



Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Repayments
Project Name:	River Rd/North Loop (2005) Repayment	Submission ID	2301

Location: Finance

Cost: \$200,000

OBI: \$0

Funding Sources: DCC

Scope: A total of \$18M is to be repaid from Roads DCCs to Surplus over 19 years.
The loan amortization schedule is:

Payments	Year	Balance	Payment	Interest	Principal
1	2006	17,100,000	(1,769,576)	(598,500)	(1,171,076)
2	2007	15,928,924	(1,200,000)	(557,512)	(6,424,883)
3	2008	16,236,436	(1,867,000)	(568,275)	(1,298,725)
4	2009	14,937,712	(1,867,000)	(522,820)	(1,344,180)
5	2010	13,593,532	(468,210)	(475,774)	7,564
6	2011	13,601,095	(300,000)	(476,038)	176,038
7	2012	14,059,333	(200,000)	(482,200)	282,200
8	2013	14,059,333	(100,000)	(492,077)	392,077
9	2014	14,451,410	(1,317,000)	(505,799)	(811,201)
10	2015	13,640,209	(1,685,056)	(477,407)	(1,207,649)
11	2016	12,432,560	(1,685,056)	(435,140)	(1,249,916)
12	2017	11,182,644	(1,685,056)	(391,393)	(1,293,663)
13	2018	9,888,981	(1,685,056)	(346,114)	(1,338,942)
14	2019	8,550,039	(1,685,056)	(299,251)	(1,385,805)
15	2020	7,164,238	(1,586,746)	(250,748)	(1,335,998)
16	2021	5,828,240	(1,586,746)	(203,988)	(1,382,758)
17	2022	4,445,483	(1,586,746)	(155,592)	(1,431,154)
18	2023	3,014,329	(1,586,746)	(105,501)	(1,481,245)
19	2024	1,533,084	(1,586,746)	(53,658)	(1,533,088)



Program:	Internal Transfers/Debt Payment	Sub-program:	Internal Repayments
Project Name:	Shovel - Ready Grant (2009) Repayment	Submission ID	3777
Location:	Finance		
Cost:	\$77,263	OBI:	\$0
Funding Sources:	DCC		

Scope:

The total amount borrowed in 2009 was \$626,666 and is to be repaid over 10 years beginning in 2010.

The 2012 payment of \$77,263 is the 3rd of 10 equal payments


The loan amortization schedule is:

Payment	Year	Balance	Payment	Interest	Principal
1	2010	626,666	(77,263)	25,067	52,196
2	2011	574,470	(77,263)	22,979	54,284
3	2012	520,185	(77,263)	20,807	56,456
4	2013	463,730	(77,263)	18,549	58,714
5	2014	405,016	(77,263)	16,201	61,062
6	2015	343,954	(77,263)	13,758	63,505
7	2016	280,449	(77,263)	11,218	66,045
8	2017	214,404	(77,263)	8,576	68,687
9	2018	145,717	(77,263)	5,829	71,434
10	2019	74,283	(77,254)	2,971	74,283




Program:	Internal Transfers/Debt Payment	Sub-program:	Transfer to Operating
Project Name:	Affordable Housing Operating Reserve	Submission ID	4946
Location:	Various		
Cost:	\$30,000	OBI:	\$0
Funding Sources:	City Sources		
Scope:	These funds are used to support affordable housing such as legal fees, consulting etc.		



Program:	Internal Transfers/Debt Payment	Sub-program:	Transfer to Operating
Project Name:	Public Art Program	Submission ID	3893
Location:	Various		
Cost:	\$503,398	OBI:	\$10,000
Funding Sources:	City Sources		
Scope:	<p>The scope of work consists of a variety of public art projects. The following are proposed projects (with estimated costs) which may change during the project's duration based on the Public Art Program's consideration of public art opportunities and priorities and private development funding.</p> <p>For Community Public Art Projects, with funds from previously received contributions by private developers deposited to the Public Art Reserve, \$100,000 Total, as follows:</p> <ul style="list-style-type: none">- City streets, parks and buildings: \$10,000- Community public art projects: \$30,000- Community education and promotion of the public art program: \$15,000- Collaboration on educational opportunities with the Richmond Art Gallery, Media Lab, Cultural Centre and Richmond Museum: \$15,000- Pursuing community public art partnerships as they arrive: \$20,000- Prepare public art opportunities as part of major City initiatives: \$10,000 <p>For the Private Development Program, from Developer Contributions received and deposited to the Public Art Reserve for implementation of projects integrated with new development, on either private lands or City controlled land, with the expectation that the majority will be on City controlled sites (parks, streets, greenways) with a majority located in the City Centre, \$403,398, as follows:</p> <ul style="list-style-type: none">- KKBL No 430 Ventures, 8731 Anderson Rd: \$96,038- Toyu Development, 7751 Bridge St: \$17,575- Polygon Wishing Tree, 9651 Alexandra Rd: \$111,864- Esperanza Homes, 9388 Odlin Rd: \$123,500- Interface Architecture, 12351 No. 2 Rd: \$34,250- Towards administration of the program (based on 5% from developer contributions, as per Policy 8703) to Public Art Provision: \$20,170		
			

Program:	Internal Transfers/Debt Payment	Sub-program:	Transfer to Operating
Project Name:	Tree Planting Program	Submission ID	2865
Location:	Various		
Cost:	\$50,000	OBI:	\$6,000
Funding Sources:	DCC and City Sources		
Scope:	<p>Planting of trees at various parks, open space, and streets within the City and purchasing of tree "whips" (young unbranched trees) and growing them in the City's nursery. This result in significant cost savings compared to purchasing more mature trees from a supplier.</p> <p>The program schedule for planting normally takes place between March - May or October - November. Annually.</p>		



Program:	Internal Transfers/Debt Payment	Sub-program:	Debt Repayment
Project Name:	T1368/1369 - No. 2 Road Bridge	Submission ID	699

Location: Finance

Cost: \$2,030,000

OBI: \$0

Funding Sources:DCC

Scope: The \$17.6M debt is being repaid over 20 years beginning in 1994 and completing in 2013.

The 2012 payment amount is \$2,030,000





City of Richmond

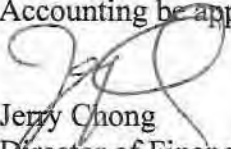
Report to Committee

To: Finance Committee
From: Jerry Chong
Director of Finance
Re: 2012 Operating Budget

Date: January 10, 2012
File:

Staff Recommendation

That the 2012 Operating Budget as presented in the attached report by the Manager of Budgets & Accounting be approved.


Jerry Chong
Director of Finance
(604-276-4064)

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES  <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

The proposed 2012 Operating Budget ("Budget") is the starting point for updating the 5 Year Financial Plan ("5 YFP") and the 2012 property tax rates and fees. Under the Community Charter ("Charter"), the City is prohibited from incurring any expenditure unless the expenditures have been included for that year in its financial plan, and the City is required to provide a balanced budget, with no projection of a deficit. Therefore under these requirements, staff projected all expenditures to the best of their ability in order to ensure that amounts have been included in the City's financial plan and protecting Council from incurring a deficit.

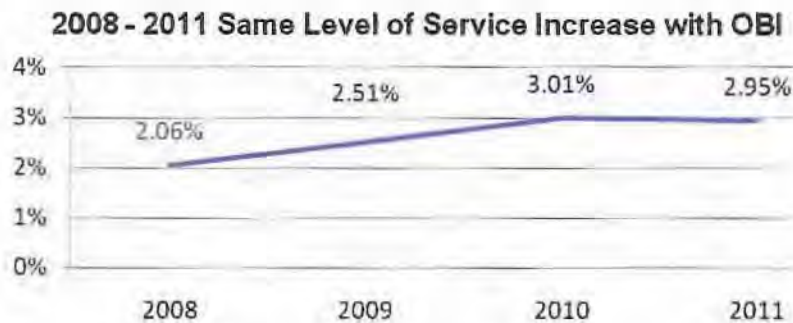
In preparing the budget, staff followed item one in Council's Long Term Financial Management Strategy Policy (LTFMS) (Policy 3707), *"Tax increases will be at Vancouver's CPI rate (to maintain current programs and maintain existing infrastructure at the same level of service) plus 1.0 % towards infrastructure replacement needs."* Infrastructure could include items such as community centers, fire halls, civic buildings, etc. The costs in providing programs while maintaining the same level of service has increased as the City and community grows. Municipal expenditures for such items as union negotiated collective agreements and non-discretionary items; i.e. policing services, asphalt, regional utility costs and materials increased at a rate more than the Consumer Price Index (CPI). These increases in conjunction with the fact that a significant portion of City revenues do not increase at the same rate as expenditures, result in a challenging budgeting process and staff must look for efficiencies and innovative ways to deliver services.

Analysis

Staff were directed to bring forward a budget that met Council's policy in maintaining that any tax increase would not exceed Vancouver's CPI rate, factor in an additional 1% levy towards infrastructure replacement needs, and provide a breakdown of discretionary and non-discretionary increases.

The City was not immune to the recession that occurred over the last few years and sources of revenues were negatively impacted. Revenues subsequently recovered to pre-recession levels, however in 2009 Council was required to make difficult decisions in balancing the budget. These decisions included reductions in exempt and unionized staffing complements, which resulted in reductions of service levels for City services such as street sweeping, building permit inspections, tax clerks, parks and boulevard plantings and business liaison. In addition, although the City continues to face retirement in the workforce, it was decided to delay filling some of the current vacant positions. As a result of these prudent decisions, Council delivered an Operating Budget including additional levels of service with a tax increase of 3.45% and 2.95% respectively for 2010 and 2011). These tax increases were amongst the lowest in the Lower Mainland. Council approved the 5 Year Financial Plan (2011-2015) Bylaw 8568 which forecasts a tax increase of 3.10% for 2012. However, for 2012 budget year staff are recommending an even lower tax increase of 1.70% for the same level of service in order to meet Council's LTFMS. In addition to the same level of service increase, there are ongoing costs or operating budget impacts associated with recommended capital projects of .16% and a 1% levy for

infrastructure replacement needs as required by the LTFMS. In order to balance the budget without any reduction to service levels and programs, \$500,000 of prior years surplus was required.



It should be noted that development activity does not translate into additional tax growth immediately. New tax growth estimates are based on “non-market change” figures provided by BC Assessment. Non-market change is the term BC Assessment uses for changes to the municipal roll value that is not a result of market conditions. Non-market change could include: changes in assessment class, exempt properties that become taxable in the following year or taxable properties that become exempt in the following year and developments under construction. With respect to developments under construction, Assessors at BC Assessment determine the value of all new developments under construction by percentage of completion by November 30th of each calendar year. Increases in a property’s market value are not included in the non-market change figure. Therefore the development applications received during the year should have no impact on new growth for the coming year as actual construction on the property would not have taken place. The reported project value of the development may take up to three years to be fully reflected in the municipality’s assessment roll. Based on the above, staff are confident that growth will materialize in future years, therefore minimizing the tax impact.

For 2012, the following assumptions and forecasts have been utilized in preparing the Budget:

Table 1 - Assumptions

Key Financial Drivers/Indicators	Preliminary 2012 Budget Assumptions
Consumer Price Index	1.70%
Municipal Price Index (For comparative purposes only)	3.23%
Salaries and fringe benefits	Estimate
Electricity	Based on contracts and usage- 8.00% approx.
Natural Gas	2.00%
RCMP Contract increase	3.40%
Increase in user fees	2.00%
Return on investments	2.50%
Growth (tax base)	1.47%

The Budget has also been prepared taking into consideration

1. The existing service levels of 2011
2. The principles of the Long Term Financial Management Strategy (Attachment 5)

The demand for City services has increased annually and this is reflected in the following statistics:

Table 2 – Demand for City Services

	2008	2009	2010	2011 Est.	2012
Population Growth (per annum)	1.20%	1.50%	1.40%	1.10%	1.20%
Capital Construction Costs (\$mil)	\$147.83	\$63.90	\$152.95	\$75.16	\$63.69
Registration in Recreation Programs*	109,789	113,396	128,622	122,784	128,923
RCMP Calls for Services	77,876	82,767	84,658	72,423	75,000
Fire Rescue Responses	8,989	9,240	9,048	9,141	9,164
Public Works Calls for Services	6,334	12,554	13,664	13,332	13,800

**year over year drop due to a change in recording facility rental uses with the conversion to new software*

The City of Richmond has tried to maintain a value proposition by offering excellent services while maintaining relatively low taxes (Attachment 4).

In comparison to other municipalities the City has tried to balance its business tax structure in this manner.

Comparison of average residential property taxes to business taxes

Table 3 – Residential Taxes and Business Ratio

	2011 Average Residential Property Taxes	2011 Business to Residential Tax Ratio
Richmond	\$1,309	3.7
Vancouver	\$1,867	4.3
Burnaby	\$1,424	3.9
Surrey	\$1,166	3.1

Staff are aware of the tax burden that is faced by the average Canadian household. Based on information obtained from the Fraser Institute in their "2011 Canadian Consumer Tax Index" published on April 19, 2011, the average household incurs 41.32% of their average income on taxes.

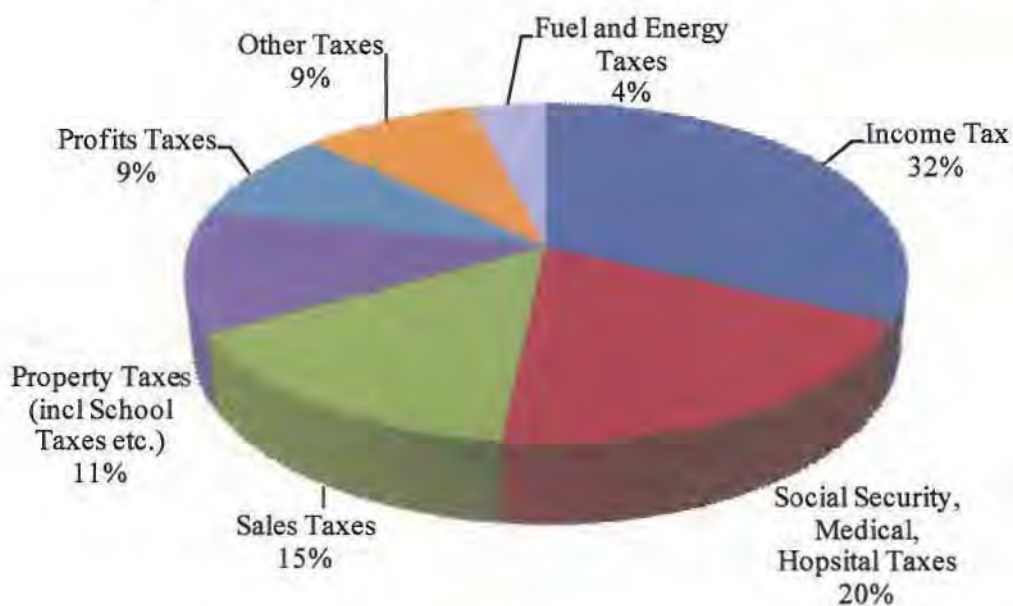
However it should be noted that only 4.75 % of this is for property taxes, of which approximately more than half (51%) is for taxes collected on behalf of the Province including school taxes and TransLink taxes.

Table 4 – Taxes as a proportion of average total income

	Amount	% of Income	% of Tax
Total Cash Income	\$72,393	100.00%	-
Income Taxes	9,594	13.25%	32.07%
Social Security, Medical, Hospital Taxes	5,873	8.11%	19.63%
Sales Taxes	4,532	6.26%	15.15%
Property Taxes (incl. School Taxes etc.)	3,436	4.75%	11.49%
Profits Taxes	2,628	3.63%	8.79%
Other Taxes	2,698	3.73%	9.02%
Fuel and Energy Taxes	1,152	1.59%	3.85%
Total Taxes	\$29,913	41.32%	100.00%

Source: Fraser Institute in their "2011 Canadian Consumer Tax Index"

Average Household's Percentage of Tax



2012 Operating Budget

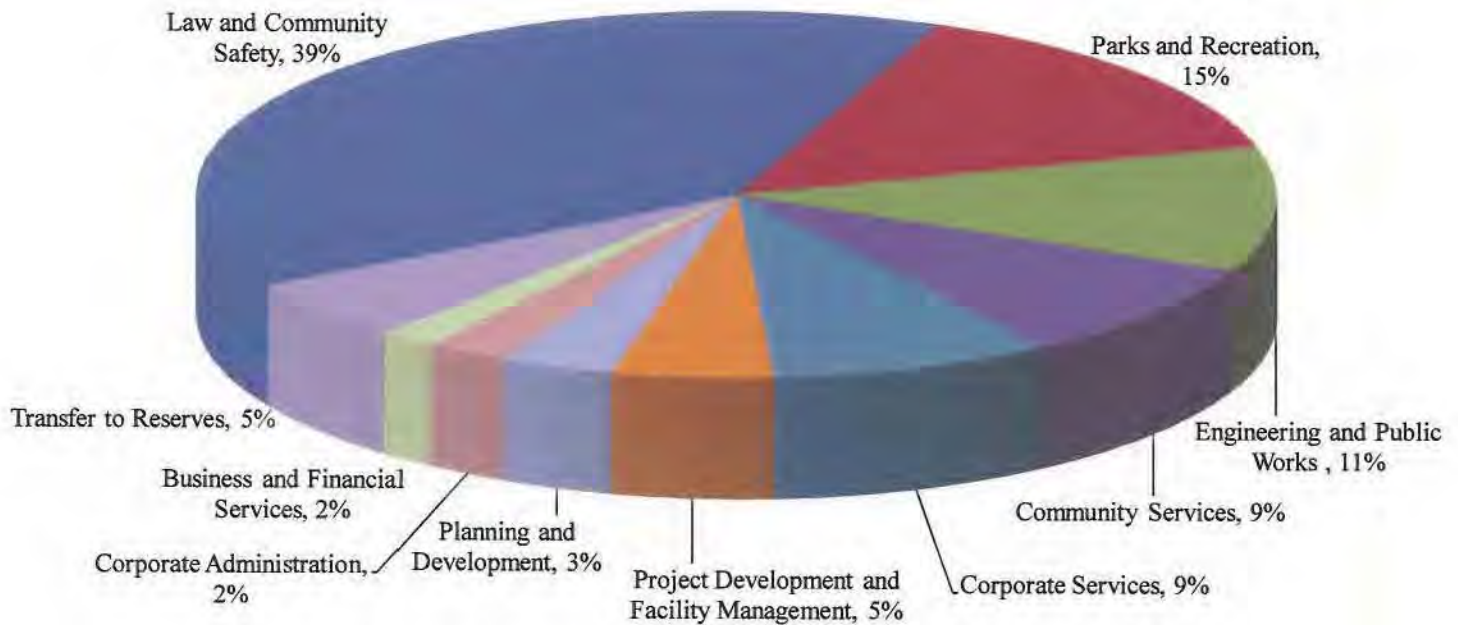
The proposed 5 Year Financial Plan (2012-2016) tax increase for 2012 is 1.86%. The Proposed 2012 Budget indicates that additional funding in the amount of \$2.7M for the same level of service is required in order to balance the budget. Staff have reviewed different alternatives in order to balance the budget and given the past reductions in staffing and associated service levels did not want to compromise the future service level requirements of current and future taxpayers. Therefore a strategy of reductions and use of prior years accumulated surplus has been utilized. The reductions, as explained on the following table, have impacts attached to them however staff believe that these impacts are mitigated through flexibility with future expenditures. Pursuant to Council's LTFMS policy, staff have proposed an additional 1% levy for infrastructure replacement needs. Additional costs imposed on the City as a result of mandatory senior government policy that were absorbed by the City in 2012 include increases in Canada Pension Plan and Employment Insurance rates. These costs totalled approximately \$0.25M.

The estimated growth figures including the entire City Centre exempted properties (\$0.91M) is approximately \$2.64M. However, pursuant to Council's direction to mitigate the tax impact, the following has been done: 1/3 of the growth from the City Centre exempted properties has been added back to all business and light industrial properties, 1/3 has been allocated to the all other remaining tax classes and 1/3 has been funded by the Appeals Provision account, which results in net new growth of \$2.36M.

Table 5 - Operating Budget Summary

	\$	%	Cumulative Tax %
Proposed Budget - Net Increase	6,315,689	3.91%	3.91%
Recommended reductions			
Prior years accumulated surplus	(500,000)	(0.31%)	3.60%
Delayed replacements / hiring's	(71,448)	(0.04%)	3.56%
Other operating expense (Supplies, Contract, telephone etc.)	(637,041)	(0.39%)	3.17%
	5,107,200	3.17%	3.17%
Estimated Growth	(2,364,594)	(1.47%)	1.70%
Same level of service Increase (Attachment I)	2,742,606	1.70%	1.70%
2012 OBI	263,733	0.16%	1.86%
Net Expenditure Increase After Growth and OBI	3,006,339	1.86%	1.86%
Additional 1% Levy- infrastructure replacement	1,613,400	1.00%	1.00%

2012 Proposed Operating Budget



For the 2012 Budget, the significant non-discretionary drivers that impact the City are:

Table 6- 2012 Operating Budget Significant Non-Discretionary Drivers and Related Tax Impact:

Items:	Amount	Tax Impact
Salary Increase	2,600,700	1.61%
Oval Contribution (funded from surplus in 2011)	1,500,000	0.93%
RCMP Contract Increase	1,063,200	0.64%
Transfer to Reserve (funded from surplus in 2011)	1,000,000	0.62%
Leased / Monthly Vehicles – fuel/insurance	319,700	0.20%
Asphalt Capping	169,000	0.11%
Watermania Lease	127,000	0.08%
Debt Reduction	(414,300)	(0.26%)
Net Other (User fees, other revenue increases and expense increases/decreases)	(1,258,100)	(0.76%)
Net Increase Before Growth & 2012 OBI	\$ 5,107,200	3.17%

Note: There are no discretionary increases.

2012 Operating Budget Impact (OBI)

The total OBI relating to the recommended projects is \$297,184. Of this amount, \$33,451 is associated to utility projects and will be funded by provisions in 2012. The net impact of \$263,733 in OBI results in a property tax impact of 0.16%.

There is also a 3rd year of the OBI relating to the 2010 capital projects amounting to \$170,000 are included in the 2012 operating base budget .

Some of the major components of the \$297,000 OBI related to the 2012 capital projects are:

- The Gardens Agricultural Park – OBI of \$60,000. The OBI consists of \$48,000 for associated labour costs such as park design and maintenance and \$12,000 for materials and equipment.
- Fire Training Site – OBI of \$35,500. The \$35,500 is for materials and equipment to maintain the fire training site such as sewage holding tank, utility costs for gas and hydro, janitorial supplies and site maintenance.
- Hamilton Child Care Facility – OBI of \$25,100. The \$25,100 is for building maintenance and repairs including \$5,700 for pump maintenance.
- Oval West Waterfront Park - Phase 1 – OBI of \$21,000. The OBI consists of \$14,700 for associated labour costs for parks maintenance and \$6,300 is for materials and equipment.
- Terra Nova – Play Environment – OBI of \$20,000. The OBI consists of \$14,000 for labour costs for parks maintenance and \$6,000 for materials and equipment.

Additional Level Requests

TAG have reviewed the additional level requests (Attachment 3) and have classified the requests as high, medium or low based upon order of priority for Councils review. Staff are only recommending the City Grant program based on the direction received from Council at the July 25, 2011 Council Meeting, where the City Grant Program Review report was adopted on consent. Staff recommended establishing three distinct components of the City Grant Program, as follows: Health, Social & Safety (HSS); Arts, Culture and Heritage (ACH); Parks, Recreation and Community Events (PRCE). The total 2012 operating budget allocation for the three components of the City Grant Program is \$733,306 with an additional level requirement of \$190,784 (0.12% tax increase)

Financial Impact

The proposed 2012 Operating Budget, results in an increase of \$2.7M in net expenditures (1.70% tax increase) for the same level of service plus \$0.26M (0.16%) for OBI and \$0.19M (0.12%) for proposed additional level requests which results in a tax increase of 1.98%. An additional 1% levy for infrastructure replacement needs has also been proposed.

	\$	%	Cumulative Tax %
Same level of service Increase	2,742,606	1.70%	1.70%
2012 OBI	263,733	0.16%	1.86%
Net Expenditure Increase After Growth and OBI	3,006,339	1.86%	1.86%
Proposed additional level	190,784	0.12%	1.98%
Proposed net increase	3,197,123	1.98%	1.98%
<i>Additional 1% Levy- infrastructure replacement</i>	<i>1,613,400</i>	<i>1.00%</i>	<i>1.00%</i>

Conclusion

Staff recommends that Council adopt the 2012 Budget net expenditure increase of \$4.81M. The net expenditure increase based on information provided in the Completed Roll will amount to an estimated average tax increase of \$54.39 for an average residential home assessed at \$697,274. This is an increase of \$91,382 from the 2011 average of \$605,892. A property's tax change will vary depending on whether that property's assessment, as provided by BC Assessment was higher or lower than the average overall increase in assessment values. In 2012, residential properties in the City of Richmond increased in value by approximately 17%. If an assessment increase was higher than average, the property tax increase will be higher than the approved tax increase. If a property assessment increase was lower than the average increase, then the property tax increase will be lower than the approved tax increase given, and in some cases may be less than the previous year's taxes.



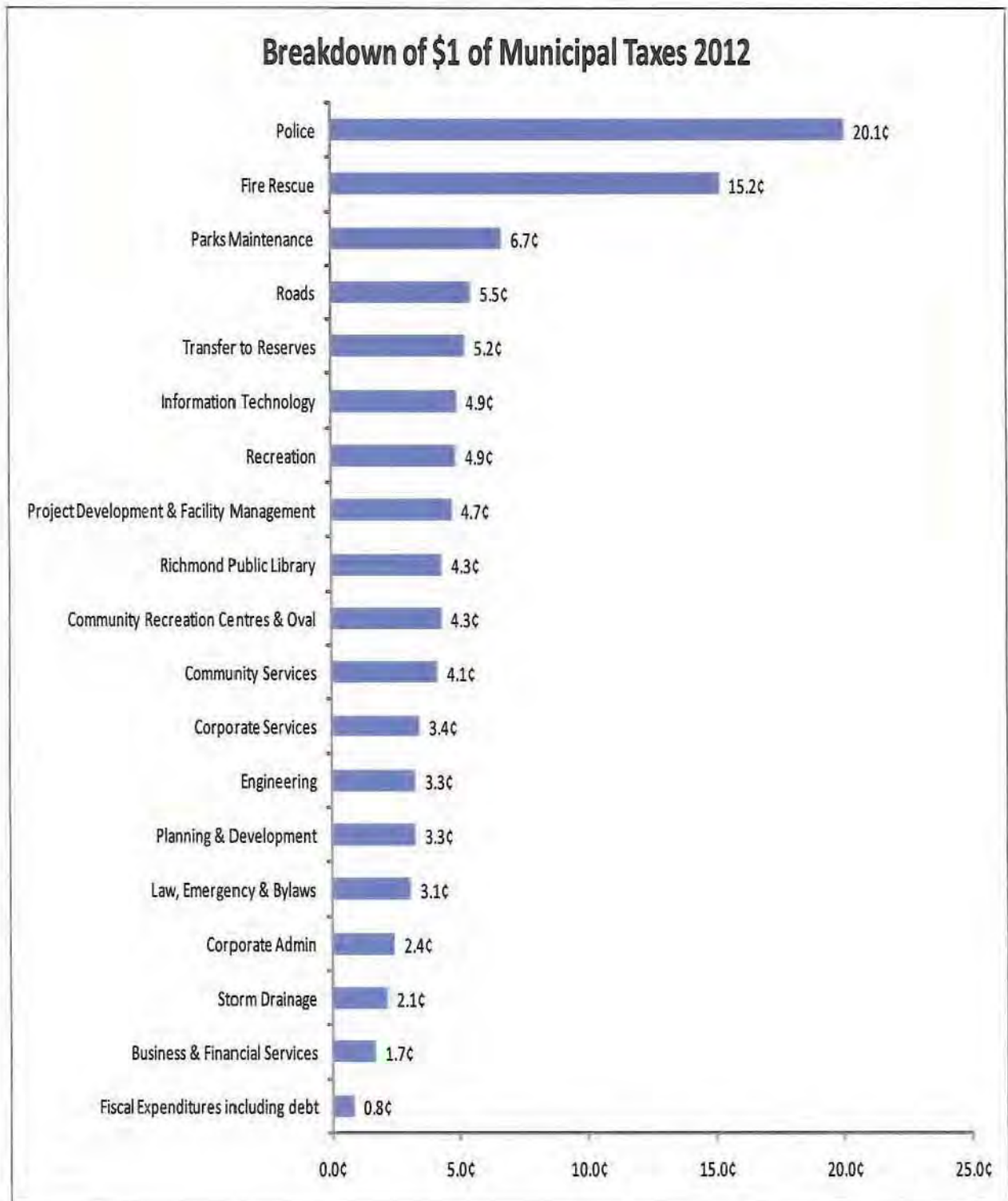
Nashater Sanghera,
Manager of Budgets and Accounting
(604-276-4628)
NS:ns

Attachment 1
2012 Same Level of Service

Department	2011 Adjusted Budget	2012 Proposed Budget	Change \$	Change %	Tax Impact
<u>Law and Community Safety</u>					
Revenue/Transfers	8,839,200	8,874,800	35,600	0.4%	
Expenditures	(76,956,400)	(79,522,100)	(2,565,700)	3.3%	
	(68,117,200)	(70,647,300)	(2,530,100)	3.7%	1.57%
<u>Parks and Recreation</u>					
Revenue/Transfers	7,654,400	7,703,100	48,700	0.6%	
Expenditures	(32,839,200)	(33,774,200)	(935,000)	2.8%	
	(25,184,800)	(26,071,100)	(886,300)	3.5%	0.55%
<u>Engineering and Public Works</u>					
Revenue/Transfers	17,480,300	18,640,700	1,160,400	6.6%	
Expenditures	(37,118,400)	(38,641,100)	(1,522,700)	4.1%	
	(19,638,100)	(20,000,400)	(362,300)	1.8%	0.22%
<u>Community Services</u>					
Revenue/Transfers	3,217,900	3,451,800	233,900	7.3%	
Expenditures	(18,206,100)	(19,008,200)	(802,100)	4.4%	
	(14,988,200)	(15,556,400)	(568,200)	3.8%	0.35%
<u>Corporate Services</u>					
Revenue/Transfers	130,000	130,000	-	0.0%	
Expenditures	(15,299,100)	(15,454,900)	(155,800)	1.0%	
	(15,169,100)	(15,324,900)	(155,800)	1.0%	0.10%
<u>Project Development and Facility Management</u>					
Revenue/Transfers	3,050,000	3,050,000	-	0.0%	
Expenditures	(11,652,500)	(11,714,300)	(61,800)	0.5%	
	(8,602,500)	(8,664,300)	(61,800)	0.7%	0.04%
<u>Planning and Development</u>					
Revenue/Transfers	4,851,400	5,200,600	349,200	7.2%	
Expenditures	(10,771,000)	(11,192,400)	(421,400)	3.9%	
	(5,919,600)	(5,991,800)	(72,200)	1.2%	0.04%
<u>Corporate Administration</u>					
Revenue/Transfers	-	-	-	0.0%	
Expenditures	(4,342,200)	(4,463,500)	(121,300)	2.8%	
	(4,342,200)	(4,463,500)	(121,300)	2.8%	0.08%
<u>Business and Financial Services</u>					
Revenue/Transfers	3,891,700	3,957,800	66,100	1.7%	
Expenditures	(6,929,800)	(7,025,000)	(95,200)	1.4%	
	(3,038,100)	(3,067,200)	(29,100)	1.0%	0.02%

Department	2011 Adjusted Budget	2012 Proposed Budget	Change \$	Change %	Tax Impact
<u>Fiscal</u>					
Revenue/Transfers	219,627,800	219,009,000	(618,800)	(0.3%)	
Expenditures	(45,983,600)	(44,684,900)	1,298,700	(2.8%)	
	173,644,200	174,324,100	679,900	0.4%	(0.42%)
<u>Transfer to Reserves</u>					
Revenue/Transfers	20,866,900	19,866,900	(1,000,000)	(4.8%)	
Expenditures	(29,511,300)	(29,511,300)	-	0.0%	
	(8,644,400)	(9,644,400)	(1,000,000)	11.6%	0.62%
Revenue/Transfers	289,609,600	290,182,700	275,100	0.1%	
Expenditures	(289,609,600)	(294,991,900)	(5,382,300)	1.9%	
Net Increase	-	(5,107,200)	(5,107,200)		3.17%
Estimated Growth 2012			2,364,594		(1.47%)
Same level of service increase			(2,742,606)		1.70%

ATTACHMENT 2



ATTACHMENT 3

2012 ADDITIONAL LEVEL REQUESTS

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
HIGH PRIORITY			
RECOMMENDED			
Social Planning	At the July 25, 2011 Council Meeting, the City Grant Program Review report (Redms # 3245549) was adopted on consent. Staff recommended establishing three distinct components of the City Grant Program, each with its own budget line. The total allocation recommended for each category for 2012 was as follows: Health, Social & Safety (HSS) \$536,719; Arts, Culture and Heritage (ACH) \$100,000 Parks, Recreation and Community Events (PRCE) \$96,587. The total 2012 operating budget allocation for the three components of the City Grant Program is \$733,306 with an additional level requirement of \$190,784.	190,784	190,784
NOT RECOMMENDED			
Fire	Fire-Rescue has identified that their vehicle reserve is not adequate to ensure funding for current and future vehicle replacements. Some vehicle replacements have already been pushed out to the maximum life of 15 years to keep the reserve intact.	450,000	
RCMP Administration	3 Serious Crime Unit members for the historical unsolved crimes. These cases are of a more serious nature and include homicides, attempted homicides, suspicious deaths, missing persons and other serious crimes. Some of the cases are several decades old and new forensic investigative techniques and the cooperation of previous reluctant witnesses may provide opportunity to clear files.	441,231	
RCMP Administration	An additional member for Professional standards would address the internal human resource matters relating to RCMP members. There is currently one member performing these duties but with a 65% increase in case load over the past few years this is causing a backlog which we are unable to effectively manage with our current staffing complement. In 2007 there were 39 case files, in 2010 there were 60 case files. Some of these cases are complicated requiring multiple investigations. Professional Standards is now responsible for overseeing this disclosure maintaining up to date records, forwarding and receiving required discipline documents for submission to Crown Counsel.	147,077	
Fleet	As outlined in a reserve review conducted by MMK Consulting in 2008, the fleet reserve annual funding contribution should be increased to approximately \$3 million to avoid depleting the reserve while managing vehicle replacements. Current reserve funding is \$1.6 million and this submission represents an additional level increase of \$100K in 2012.	100,000	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Energy Management	To establish an on-going base operating budget to carry out energy management projects to achieve the results as envisioned by Council when it endorsed the Corporate Sustainability Framework and targets. Consultant fees are required for policy development for Energy Management. Examples of policies include enabling home energy retrofit to be financed through property taxes; improvement to green building requirements beyond LEED Silver; establishing corporate energy and greenhouse gas reduction.	50,000	
MEDIUM PRIORITY			
Fire Administration	This request is for fire hall grounds maintenance. The City has 7 fire halls that require regular maintenance to prevent loss and damage of the landscaping features, fire hall structures, paved areas and to present a clean, safe, and aesthetically pleasing community presence. Fire halls that are maintained contribute to a City that is appealing and liveable.	50,000	
Law	This request is to hire an additional lawyer. The traditional areas of legal services have become more challenging and complex. Furthermore legal services are being requested for a greater range of City matters. Some litigation, procurement or complex legal opinions require the exclusive or near exclusive focus of a particular in-house lawyer for the duration of the project thereby preventing him or her from otherwise providing the broader legal support and services expected by in-house counsel.	190,591	
RCMP Administration	Computer Services is requesting an additional person. The strength of RCMP members has increased over the past several years but the municipal employees have remained constant. It is now necessary to increase municipal staff to handle the workload generated by the members. Computer Services is requesting the creation of an additional position.	91,014	
RCMP Administration	Plain Clothes Support would be utilized to assist the 49 police officers that require clerical support. Duties include preparation of information packages for court, transcription of statements, and maintaining data banks of persons of interest.	61,939	

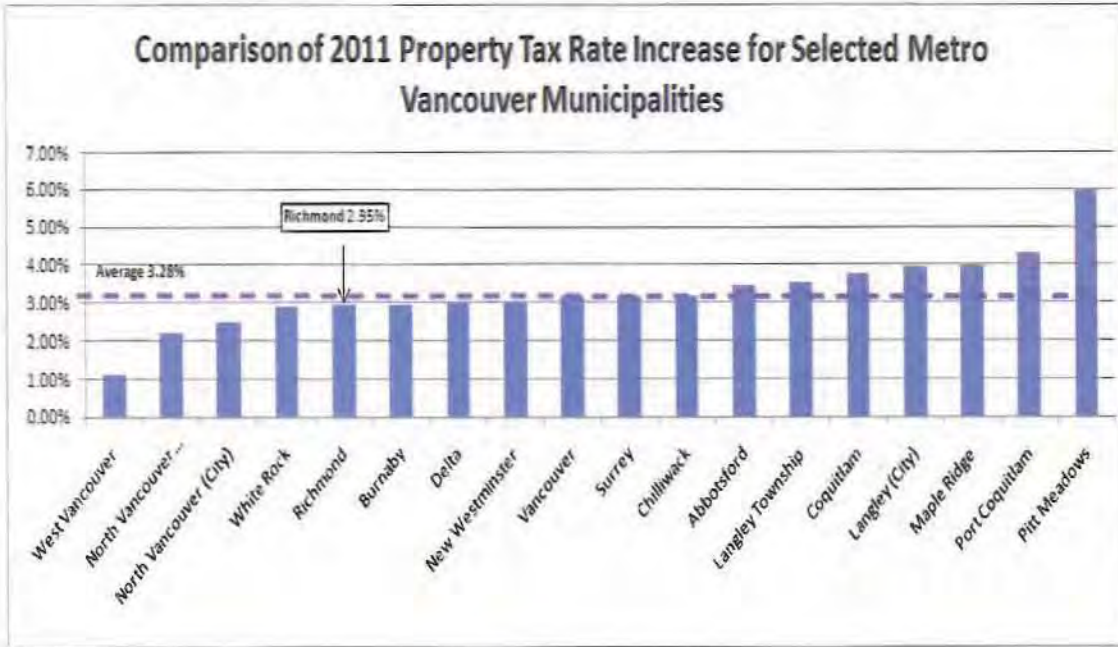
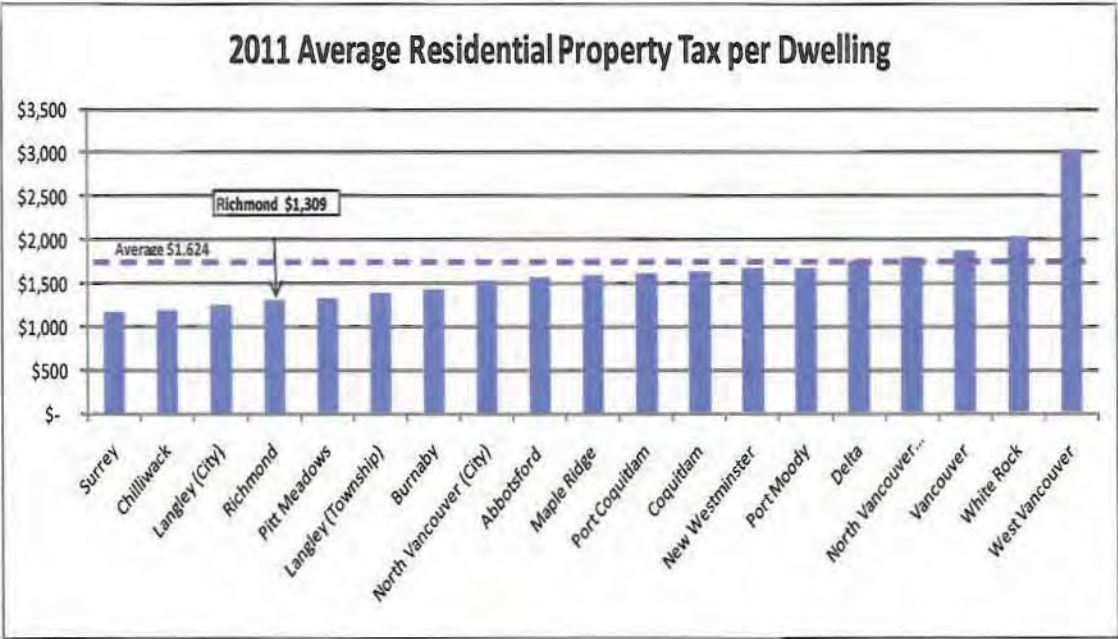
Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Citywide Special Events	Additional Special Event Funding is requested. Over the past several years the number of special and community events have increased in both frequency and scope. Special event funding in Parks and Recreation Services is no longer adequate to serve the needs and an increase in the baseline budget is requested. Policing, traffic and safety costs increase each year as do the equipment and labour costs. We continue to develop our volunteer base but there is still a need for support from the City for many of the events. Given Richmond's ever increasing reputation as an international destination we can only anticipate that the need for expertise and capacity for special events will continue to increase and it is in the City's best interest to take this opportunity to encourage the growth of new signature events.	50,000	
Parks Additional Programs & Grants	The bylaw adopted by Council banning the use of pesticides on non ALR land has had a significant impact on both the methodology and on the financial cost of maintaining effective weed control with traditional pesticides. Additional funding is necessary if we are to maintain the current service level and the standards of maintenance in effect prior to passage of the bylaw.	200,000	
Community Services Administration	To establish a RFT Department Associate 2 position. Currently a position is staffed by auxiliary hours, but since the funding is not secured and the position is temporary, it is challenging to keep trained staff in the position. There is an increased demand on the support staff for the department in their support of 20 managers and 15 coordinators. The admin support level of this Department is less than other City Departments.	57,103	
Cultural Center Admin.	Currently, the budget only allows for one Attendant during the day (Mon-Fri) and does not account for extending the facility's hours on Saturdays for programming and events. On Saturdays, an extra Attendant shift is often needed because of an increase in participation at the arts centre. All other recreation facilities have two attendants to manage the volume of customer service needs. The arts centre is below this standard.	27,100	
Energy Management	Establish an on-going base operating budget to carry out energy management projects to achieve the results as envisioned by Council when it endorsed the Corporate Sustainability Framework and targets. This funding would fund five to six detailed energy audits on City assets per year to establish the most effective energy management projects to undertake for the following year.	85,000	
Energy Management	The request is for consultant fees for detailed Establish an on-going base operating budget to carry out energy management projects to achieve the results as envisioned by Council when it endorsed the Corporate Sustainability Framework and targets. This funding would fund ongoing feasibility studies to investigate local renewable energy sources such as sewer, river and ocean heat recovery, wind and solar.	20,000	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Social Planning	Request for 1 new position - Social Planning and Programs Liaison. Existing staff within the Division are currently working at capacity and have limited ability to take on additional responsibilities or respond to requests from Council and the Community in a timely manner.	99,600	
Social Planning	This is the request for funding for the Child Care Grant program. On July 11, 2011, Council resolved that "staff develop new Terms of Reference for the Child Care Development Grant Program to expand their ability to recommend grants for more than minor capital expenses". Staff are requesting an additional level of \$20K funded from gaming revenue for the Child Care program.	20,000	
Sustainability	Establish a base budget for sustainability, energy and environmental outreach activities within the City's Sustainability Unit. Outreach activities are needed to inform the community of what the City of Richmond is doing. Outreach is also critical for building the necessary awareness and capacity, both internally and externally to gain support for implementing sustainability initiatives. Without adequate resources the City will not be able to meet approved targets.	30,000	
LOW PRIORITY			
Law	This request is for a half time legal assistant. Litigation is becoming more complex and time consuming and the increase in the broader legal support and services expected by in-house counsel is taxing the Division's support staff.	47,977	
Community & Recreation Services Administration	In order to ensure that our programming meets the needs of the community West Richmond Community Centre, Thompson Community Centre, Cambie Community Centre, South Arm Community Centre and Steveston Community Centre all require a modest increase in hours for their Recreation Leader positions. We are requesting funding for an additional 750 hours per year to be allocated between the centres based on individual need. This position is critical in both the interface with the Community Association Programming Teams and in ensuring that programming is appropriate, effective and efficient.	27,691	
Parks Program	The request is for a coordinate position to oversee additional areas of responsibility. Over the past two years, Parks and Recreation has experienced considerable growth and assumed a much larger portfolio with the addition of responsibility for overall management of the Richmond Animal Shelter and oversight of the contractor, RAPS; and responsibility for management of wildlife (Snow Geese, Rabbits, Beavers) and the interface between the community and wildlife which includes components for control, education, protection and stewardship. In addition the Terra Nova Rural park area now has more than 5 buildings and is becoming a centre for promoting agriculture, horticulture, community gardens, stewardship of our wild environment amongst other things.	90,808	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Social Planning	A new Community Social Services position is required to implement City child care initiatives. In October 2010, regarding the 2009 - 2016 Richmond Child Care Needs Assessment and Strategy, Council resolved that 'in preparation of the Social Planning Strategy, consideration be given to permanently incorporating expertise in child care facility development and early and middle childhood services into City social planning staff capacity'. A new Community Social Services position is required to implement City child care initiatives.	94,696	
Sustainability	New staff position - Sustainability Liaison. The purpose of this request is to create a new regular full time exempt position for providing services for implementing the City's carbon neutral initiative and Sustainability Framework. The Sustainability Framework serves to move the City from a collection of ad-hoc action initiatives to a well-managed approach to sustainability - one that is complete (i.e., addresses all core areas), focuses resources on priorities and integrates action across the corporation.	88,179	
Sustainability	The purpose of this request is to establish a consultancy budget for the City's corporate sustainability services section. The consulting fee serves three core services: corporate sustainability services, environmental sustainability services and energy services.	55,000	
Heritage & Cultural Services	There is insufficient funding to cover the Public Art Assistant's salary. This auxiliary position was created due to increased demands placed on the Public Art Program, administration of multiple projects and the increased demands on the Public Art Planner.	49,296	
Major Events and Film Office	Council Term Goals envision a city that is "vibrant and cultural". The City has become well known for a variety of City-produced festivals and events. Without allocated event funding being pre-set, however, there is a lack of ability to engage in long-term planning for Council-approved festivals and events. The funding requested above ensure that such events, once determined as deserving of annual re-occurrence, will have base funding annually. This allows for the creation of budget, grant application, sponsorship campaigns and other preparatory actions in a reasonable time and with the security of assured partial funding from the City.	200,000	
Corporate Communication	The request is for a Social Media Officer to provide strategic planning, development and implementation of social media strategy, use and shall provide support, training and advise staff engaged in social media use at the departmental level across the organization.	90,000	

Division	Description	Total Amount Requested \$	Amount Recommended by TAG \$
Budgets & Accounting	The request is for a Regular Full Time Capital Analyst position. This position is required under the new accounting standards relating to the reporting to Tangible Capital Assets. This position is to accommodate the additional level of service required to track and report the infrastructure, equipment, land, and facilities assets.	100,000	
Heritage & Cultural Services	The request is to fund the Public Art Planner salary as here are insufficient funds in the Public Art Provision to cover it. Originally, when the Public Art Planner position was created, it was expected that salary would be covered by developer fees (voluntary contribution of 1% to the Public Art program). However, contributions are voluntary and so there is no constant dollar amount going into the Public Art Provision annually particularly because developer contributions and public art projects do not line up year to year.	114,656	
	Total	\$3,128,958	\$190,784

ATTACHMENT 4



ATTACHMENT 5

Policy 3707:

It is Council Policy that:

1. **Tax Revenue**

Tax increases will be at Vancouver's CPI rate (to maintain current programs and maintain existing infrastructure at the same level of service) plus 1.0 % towards infrastructure replacement needs.

2. **Gaming Revenue**

Gaming revenues will go directly to the capital reserves, the grants program and a community legacy project reserve.

3. **Alternative Revenues & Economic Development**

Any increases in alternative revenues and economic development beyond all the financial strategy targets can be utilized for increased levels of service or to reduce the tax rate.

4. **Changes to Senior Government Service Delivery**

Any additional costs imposed on the City as a result of mandatory senior government policy changes should be identified and added to that particular year's taxes above and beyond the CPI and infrastructure percentage contribution.

5. **Capital Plan**

Ensure that long term capital funding for infrastructure (e.g. parks, trails, facilities, roads etc.) is in place in order to maintain community liveability and generate economic development.

6. **Cost Containment**

Staff increases should be achieved administratively through existing departmental budgets, and no pre-approvals for additional programs or staff beyond existing budgets should be given, and that a continuous review be undertaken of the relevancy of the existing operating and capital costs to ensure that the services, programs and projects delivered continue to be the most effective means of achieving the desired outcomes of the City's vision.

7. **Efficiencies & Service Level Reductions**

Savings due to efficiencies or service level reductions identified in the strategy targets should be transferred to the capital reserves. Any savings due to efficiencies beyond the overall strategy targets can be utilized to reduce the tax rate or for increased levels of service.

8. **Land Management**

Sufficient proceeds from the sales of City land assets will be used to replenish or re-finance the City's land inventory. Any funds in excess of such proceeds may be used as directed by Council.

9. **Administrative**

As part of the annual budget process the following shall be undertaken:

- all user fees will be automatically increased by CPI;
- the financial model will be used and updated with current information, and
- the budget will be presented in a manner that will highlight the financial strategy targets and indicate how the budget meets or exceed them.

10. **Debt Management**

Utilize a "pay as you go" approach rather than borrowing for financing infrastructure replacement.



City of Richmond

Report to Committee

To: Finance Committee
From: Andrew Nazareth
General Manager, Business and Financial
Services

Date: January 10, 2012

File:

Re: City Centre Area Transitional Tax Exemption Bylaw No. 8776 - Referral

Staff Recommendation

That the City Centre Area Transitional Tax Exemption report from the Revenue Manager be received for information.

Andrew Nazareth
General Manager
Business and Financial Services
(604-276-4095)

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

At the July 25, 2011 Council Meeting following the adoption of the City Centre Area Transitional Tax Exemption Bylaw No. 8776 ("Bylaw"), Committee passed a referral motion to have staff review the existing process and report back with recommendations for improvements and the various options available for the City Centre Area Transitional Tax Exemption Bylaw.

Analysis

In September 2008, the City brought to the UBCM a discussion paper requesting the Province to make changes to the Assessment Act in order to assist commercial tenants with triple net leases who are located within the City's Brighthouse Hot Spot. When property values in the Brighthouse area soared as a result of changes in the City Centre Area Plan to include high density redevelopment, existing commercial tenants were required under contract to pay the resulting escalating property taxes even though property owners, on paper, are the ones directly benefiting from the market gain. This condition made it extremely difficult for tenants to continue operating in the area.

In response to the City and the various MLA's ongoing efforts since 2008, the Province passed Bill 15 – 2011 Municipalities Enabling and Validating Act (No. 4) giving Richmond's City Council the power to provide, through bylaw, a special tax exemption to commercial properties within the City Centre area. The intent of the Bill and the Bylaw was to provide temporary assistance to existing tenants during the transitional period until development occurs on the property or until the existing lease expires. The intention of the assistance was not to reduce taxes in order to encourage new long-term tenants.

In order to qualify for the exemption, the Bill states that the land must:

- a) Be within the Richmond City Centre area;
- b) Be classified as only class 5 or class 6 property under the Assessment Act; and
- c) Have increased in assessment value by 100% or greater between the 2005 and 2011 revised rolls.

The resulting Bylaw 8776 further stipulates that the land must:

- d) Have a total municipal tax increase between 2005 and 2011 that is greater than \$30,000;
- e) Not be a strata lot pursuant to the Strata Property Act;
- f) Contain improvements as part of the assessed value of the parcel; and
- g) Contain at least one business that holds a valid City business licence.

All properties meeting these requirements will receive a 20% exemption of their 2012 land value for municipal and school tax purposes.

Overall, Bylaw 8776 was a success and received positive comments from applicants. There were some issues with the interpretation and understanding of the Bylaw, the application process, and the tight submission deadline. Issues with the interpretation of the Bylaw and the application

process were clarified after further discussions with the applicants. Going forward, the exemption application period will begin at an earlier date in order to provide ample time for property owners to submit the necessary documentation.

Staff prepared an extensive analysis of the potential cost to the City for the various possible changes to Bylaw 8776. Before considering any changes, the following must be noted:

1. A portion of the assessment increase between 2005 and 2007 was due to data correction by BC Assessment. Typically assessment values are updated in an area after a number of property transactions occur. Prior to 2006, there were relatively few properties changing hands, which resulted in property assessments that were undervalued in the area. Had BC Assessment been able to update the values on a timely basis, the assessment values would have had a more gradual increase and the adjustment after the announcement of the City Centre Area Plan would not have been as drastic.
2. When setting a list of criteria that affects a large number of properties, the criteria must be applied on an average basis. If one looks at specific properties, the result will always be higher or lower than the average.
3. It is reasonable to conclude that a property that has a higher percentage increase in assessed value is a larger land holding with more superior attributes in comparison to other properties in the area. Often these properties are multi-tenanted and tenants entering into lease agreements will have factored some of the superior attributes into their lease decision. Providing tiered exemptions to qualifying properties will create inequitable assistance by favouring one property over another based on different factors that are beyond the City's control.
4. As mentioned in various discussions, the intent of the bylaw is to provide transitional assistance to tenants until their lease expires and they are able to source other locations for their business within the City. The municipal tax increase threshold of \$30,000 was set based on the assessment that a financial hardship exists for properties that had experienced an accumulated municipal tax increase of \$30,000 over 6 years or an average annual incremental increase of \$5,000 per year and cannot relocate due to contractual reasons.
5. Administration of this bylaw involves annual contact with all tenants and businesses occupying the qualifying properties to ensure that they are aware of the application and that they will benefit from the resulting tax exemption. Increasing the number of qualifying properties will exponentially increase the number of contact to tenants. This will result in higher administration costs and a lengthier application process to ensure the program is assisting the intended recipients.
6. Any tax exemptions provided will result in tax increases for other tax payers, regardless of whether the increase is borne by the specifically affected assessment class or by all assessment classes in general.

The analysis of the various options for change to the Bylaw was lengthy. Many of the options resulted in significant tax increases and/or significantly more properties qualifying for the exemption. The findings below address some of the issues raised by Council and the issue raised by the letter from the major property owner in Brighthouse that was received prior to the adoption of the bylaw.

Options	Comments
Include Strata Properties	<ul style="list-style-type: none"> No strata properties meet the \$30,000 municipal increase threshold
Reducing the \$30,000 tax increase requirement to a \$20,000 tax increase requirement	<ul style="list-style-type: none"> Option increases the number of qualifying properties from 37 to 50 Increases the estimated tax exemption by approximately \$151,000 from \$914,000 to \$1.065M. Increases the administration costs associated with the application process
Tiered Exemptions – using current criteria but offering a 30% reduction in assessment value for tax purposes for properties with tax increases greater than 150%	<ul style="list-style-type: none"> Of the 37 properties, each with accumulated tax increases of over \$30,000 between 2005 – 2011, 11 properties had tax increases greater than 150% Increasing the exemption for these 11 properties to a 30% reduction in assessment value will result in an additional cost to other tax payers by approximately \$140,000 Tiered rates create inequity in how policies are applied. It favours one property over another based on different factors.

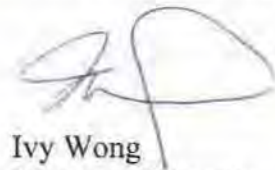
Financial Impact

Appendix I provide the final list of properties qualifying for the 2012 City Centre transitional tax exemption. In total the number of businesses and/or tenants that are assisted by the tax exemption is 248 from the 37 eligible properties. Using the 2012 assessment values provided by BC Assessment, the estimated 2012 taxes that will be exempted is approximately \$914,000. Since the Province will also provide a School Tax exemption for these properties, it is estimated that the Province's exemption will be valued at approximately \$900,000. The total tax reduction for the qualifying properties is estimated to be over \$1.8M.

From the analysis, it is clear that any amendments to Bylaw 8776 will cost the City a minimum of \$140,000 plus the additional administration costs associated with the increased number of tenants to be contacted annually. Since any further exemptions to taxes must be borne by other property owners, the balance between a reasonable cost and the number of properties that would benefit from any changes to the Bylaw has to be carefully considered.

Conclusion

Based on the success of the bylaw to date, at this time, staff do not recommend any further changes to Bylaw 8776. The existing bylaw, if unchanged, will provide assistance to 248 businesses operating within the Brighthouse City Centre.

A handwritten signature in dark ink, appearing to be 'Ivy Wong', written over a horizontal line.

Ivy Wong
Manager, Revenue
(604-276-4046)

IW:

City of Richmond
City Centre Area Transitional Tax Exemption
List of 2012 Qualifying Properties

Civic Address	Owner
4711 GARDEN CITY RD	0737293 BC LTD
5440 HOLLYBRIDGE WAY	0815024 BC LTD
5600 CEDARBRIDGE WAY	0882892 BC LTD
5740 MINORU BLVD	0883911 BC LTD
6751 WESTMINSTER HWY	2725312 CANADA INC
6191 WESTMINSTER HWY	2725312 CANADA INC
5900 NO. 2 RD	2725312 CANADA INC
4551 NO. 3 RD	317159 BC LTD
9311 RIVER DR	684104 BC LTD
8520 CAMBIE RD	AAA SELF STORAGE DEPOT INC
7680 ALDERBRIDGE WAY	AMACON DEVELOPMENT (ALDERBRIDGE)
7960 ALDERBRIDGE WAY	ARTHUR BELL HLDGS LTD
5333 NO. 3 RD	ARTHUR BELL HLDGS LTD
7740 ALDERBRIDGE WAY	CANADA BODHI DHARMA SOCIETY
3500 NO. 3 RD	CANADIAN TIRE REAL ESTATE LTD
8777 ODLIN RD	CHINA CEREALS & OILS CORP
4800 NO. 3 RD	CONWAY RICHMOND ESTATES LTD
5640 HOLLYBRIDGE WAY	CRESSEY GILBERT HOLDINGS LTD.
7851 ALDERBRIDGE WAY	EIG ALDERBRIDGE INVESTMENTS INC
6791 ELMBRIDGE WAY	ELMBRIDGE HOLDINGS LTD
8091 PARK RD	GRAND LONG HOLDINGS CANADA LTD
4940 NO. 3 RD	H G L INVESTMENTS LTD
7811 ALDERBRIDGE WAY	HALLMARK HOLDINGS LTD
5400 MINORU BLVD	JIATAI REALTY INC
5840 MINORU BLVD	LJR HOLDINGS LTD
7680 RIVER RD	MARISCO HOLDINGS LTD
7120 NO. 3 RD	MCDONALD'S RESTAURANTS OF CANADA
5660 MINORU BLVD	MUNCH HOLDINGS CO LTD
7731 ALDERBRIDGE WAY	ONNI 7731 ALDERBRIDGE HOLDING CORP
7771 ALDERBRIDGE WAY	ONNI 7771 ALDERBRIDGE HOLDING CORP
5560 MINORU BLVD	PORTE INDUSTRIES LTD
7880 ALDERBRIDGE WAY	RICHMOND HOLDINGS LTD
7671 ALDERBRIDGE WAY	RICHMOND HOLDINGS LTD
7111 ELMBRIDGE WAY	RICHMOND HOLDINGS LTD
6871 ELMBRIDGE WAY	RICHMOND HOLDINGS LTD
6851 ELMBRIDGE WAY	RICHMOND HOLDINGS LTD
5003 MINORU BLVD	RICHMOND HOLDINGS LTD