

2017-2021 Financial Plan

Presentation – February 21, 2017



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Financial Plan Reporting Structure

General



General Government	Protective Services	Transportation Services	Environmental Health Services	Public Health and Safety	Environmental Development Services	Recreation and Culture	Electrical Supply	Sewer System	Water Utility
Corporate Administration	Dog Control	Fleet	Solid Waste Management	Cemetery	Development Services	Recreation	Electrical Supply	AWWTP	WTP
Finance	Building and License	Roads and Maintenance Storm Sewer			Development Engineering	Museum		Sewer Collection	Water Distribution
Procurement	Bylaw Enforcement	Street Lighting			Land Management	Parks		Engineering	Engineering
Revenue & Collections	RCMP	Traffic Control			Planning	SOEC			
General Government	Fire Services	Transit			Engineering	Library			
Communications					Economic Development Tourism				
Human Resources									
Information Technology									
Mayor and Council									
Municipal Grants									
Facilities									

Public Works Engineering Electric Development Services



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Public Works Engineering Electric Development Services



Recreation & Culture: Museum



Overview

The Penticton Museum & Archives strives to:

- Create professional, innovative exhibits and deliver quality educational programs
- Provide archival services to the public *and* city staff, and offer an archaeological repository for district
- Ensure that heritage and culture play a prominent role in Penticton's character and identity

15,000 visits
70 programming events
12 school tour presentations
3 exhibits
Annual Community Warm-Up Event

24,000 images in digital photo library
500+ inquiries for public/archive or research



Staffing

*Recreation & Culture
Museum*

<u>2015</u>	<u>2016</u>	<u>2017</u>
2	2	2



2017 Highlights

Recreation & Culture Museum

	2017 Budget	% change	Trend
Total Revenue	36,800		↓
Total Expense	234,691		→
Total Internal Allocation In	4,520		↑
Net Operating Expense	202,411	4.9%	
Cost per Capita	6.16		
% of Property Tax	0.67%		



2017 Budget

Recreation & Culture Museum

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Goods and Services	63,000	98,000	98,000	105,650	106,307	106,970	107,639
Salaries and Benefits	184,836	134,606	136,691	144,024	145,224	146,448	146,448
Internal Allocation In	<u>7,365</u>	<u>3,065</u>	<u>4,520</u>	<u>6,565</u>	<u>6,611</u>	<u>6,658</u>	<u>5,705</u>
Total Operating Expenses	255,201	235,671	239,211	256,239	258,142	260,076	259,793
Revenues	<u>(56,000)</u>	<u>(42,800)</u>	<u>(36,800)</u>	<u>(48,000)</u>	<u>(48,000)</u>	<u>(48,000)</u>	<u>(48,000)</u>
Net Operating Expenses	199,201	192,871	202,411	208,239	210,142	212,076	211,793



Summary

- No significant increase or change in budget over last year
- Service levels remain the same



Questions



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Financial Plan Reporting Structure

General



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Public Works Engineering Electric Development Services



Recreation & Culture: Recreation



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Overview

The Recreation Department provides:

- Recreation Services and Programs
- Aquatics
- Parks & Facilities Bookings
- Reception Services
- Recreation Marketing and Promotion
- Business Development for revenue opportunities (merchandise, Food Truck Program, Community Centre Leases, etc.)

19,600 Recreation Guides distributed each programming season

1,400+ annual programs

500,000+ visits to the Community Centre

2,861 participants in swim lessons

807 LIFE Programs processed for low income individuals and families



Staffing

Recreation & Culture
Recreation

<u>2015</u>	<u>2016</u>	<u>2017</u>
27	26	26

* FTE, majority are part time.



2017 Highlights

Recreation & Culture Recreation

		% change	Trend
Total Expense	2,104,802		→
Total Revenue	1,955,000		→
Total Internal Allocation In	56,743		↑
Net Operating Expense	206,545	21.7%	
Cost per Capita	6.28		
% of Property Tax	0.68%		



2017 Budget

Recreation & Culture Recreation

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Goods and Services	329,400	306,500	300,500	302,335	303,178	304,030	304,890
Salaries and Benefits	1,816,255	1,771,709	1,804,302	1,834,102	1,836,461	1,838,850	1,841,268
Total Operating Expense	2,145,655	2,078,209	2,104,802	2,136,437	2,139,639	2,142,880	2,146,159
Revenues	(1,957,200)	(1,957,700)	(1,955,000)	(1,976,665)	(1,998,623)	(2,020,880)	(2,043,438)
Internal Allocation In	53,711	49,250	56,743	58,962	59,387	59,711	59,710
Net Operating Expense	242,166	169,759	206,545	218,734	200,403	181,711	162,431



2017 Budget

Recreation & Culture Recreation

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Recreation	540,485	496,939	485,425	492,648	492,648	492,648	492,648
Aquatics	896,200	903,700	941,766	958,061	958,233	958,406	958,581
Facility Rentals	60,600	62,300	58,800	59,380	59,972	60,575	61,191
Programs	449,670	443,570	447,111	454,088	455,962	457,854	459,765
Recreation General	108,700	81,700	81,700	82,260	82,826	83,397	83,974
Recoveries	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
Total Operating Expense	2,145,655	2,078,209	2,104,802	2,136,437	2,139,639	2,142,880	2,146,159



2017 Budget

Recreation & Culture Recreation

Revenues	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Aquatics	824,500	832,000	846,000	854,460	863,005	871,635	880,351
Facility Rentals	635,200	656,200	637,500	647,420	657,516	667,791	678,249
Programs	364,500	341,500	343,500	346,715	349,962	353,242	356,554
Recreation General	33,000	28,000	28,000	28,070	28,141	28,212	28,284
Recoveries	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Total Revenue	1,957,200	1,957,700	1,955,000	1,976,665	1,998,623	2,020,880	2,043,438



Summary

- 2017 % increase reflects:
 - Contractual labour increases
- No significant operational changes or changes to service levels



Questions



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Public Works Engineering Electric Development Services



Recreation & Culture: Parks



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Overview

- Penticton's parks offer a wide range of features and amenities for outdoor recreation, swimming, leisure and enjoyment of the green spaces in the City

25 KMs of Trails / Walkways

380 Acres Open Space

75 Acres Turf

16 Sport Fields

9 Playgrounds

4 Tennis / 1 Pickle ball Courts

6 Beaches

6 Off Leash Dog Areas

2 Skate & 2 Water Parks

23,500m² Landscape

5,000 Inventoried Trees

500+ pieces of Furniture

169 Hanging Baskets

200 + Litter Receptacles

100 + Irrigation Systems

70 + Pet Stands



Staffing

*Recreation & Culture
Parks*

<u>2015</u>	<u>2016</u>	<u>2017</u>
19	19	19*

* FTE count. Complement of staff has seasonal fluctuations.



2017 Highlights

		% change	Trend
Total Expense	1,892,490		↑
Total Internal Allocation	in 138,584 out 11,233		→
Net Operating Expense	2,019,841	5.8%	
Total Capital	224,558		
Cost per Capita	61.44		
% of Property Tax	6.69%		



2017 Budget

Recreation & Culture Parks

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Beach Maintenance	182,815	166,440	170,100	172,011	173,960	175,948	177,976
Parks Maintenance	552,255	515,050	532,575	539,658	546,883	554,252	561,768
Sports Fields	241,100	217,000	231,350	234,243	237,194	240,204	243,274
Trail Maintenance	89,300	81,345	90,800	91,878	92,978	94,099	95,243
Boulevards & City Lots	236,175	245,575	288,350	292,267	296,262	300,338	304,494
Undeveloped Lots and Natural Areas	11,890	17,150	16,980	17,218	17,461	17,708	17,961
Support Services	265,900	225,875	246,600	249,223	251,898	254,627	257,411
Salaries and Benefits	<u>368,951</u>	<u>315,870</u>	<u>315,735</u>	<u>322,050</u>	<u>328,491</u>	<u>335,061</u>	<u>341,762</u>
Net Operating expense	1,948,386	1,784,305	1,892,490	1,918,548	1,945,127	1,972,237	1,999,890



2017 Budget

Recreation & Culture Parks

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Recoveries	(20,430)	(19,900)	-	-	-	-	-
Internal Allocation In	137,162	135,482	138,584	145,755	154,242	163,531	168,310
Internal Allocation Out	(10,557)	(10,500)	(11,233)	(11,458)	(11,687)	(11,921)	(12,159)
Total Operating Expense	1,968,816	1,804,305	1,892,490	1,918,548	1,945,127	1,972,237	1,999,890
Net Operating Expense	2,074,991	1,909,387	2,019,841	2,052,845	2,087,682	2,123,848	2,156,041



2017 Capital Budget

Recreation & Culture Parks

Project description	Budget	Comments
Bleacher / Table Replacement	12,000	Upgrade bleaches and tables with aluminium seats and tops.
Parks Asphalt Pathway Upgrades	10,000	Upgrade sections of the asphalt walkway network.
Parks – Tree Installations	20,000	Replace or plant new trees within parks and boulevards.
Water Front Information Signs	10,000	Continue program of upgrading water front signs. Consistent look and messaging to address public safety.
Wage Allocations	59,058	
Small Parks Projects	13,500	Litter receptacles, windscreen and water for Pickleball Courts, trail bollard replacements.
Irrigation Upgrades	80,000	Replacement of irrigation at Kiwanis Park – Edmonton Ave.
Play Ground Surface Upgrades	<u>20,000</u>	Replacement of play ground surface – Skaha East Playground
Total	224,558	



Summary

- Overall operating costs, aside from changes to internal allocations, remain unchanged over last year
- Service levels will remain the same as last year for all areas
- A Parks and Recreation Master Plan is under development

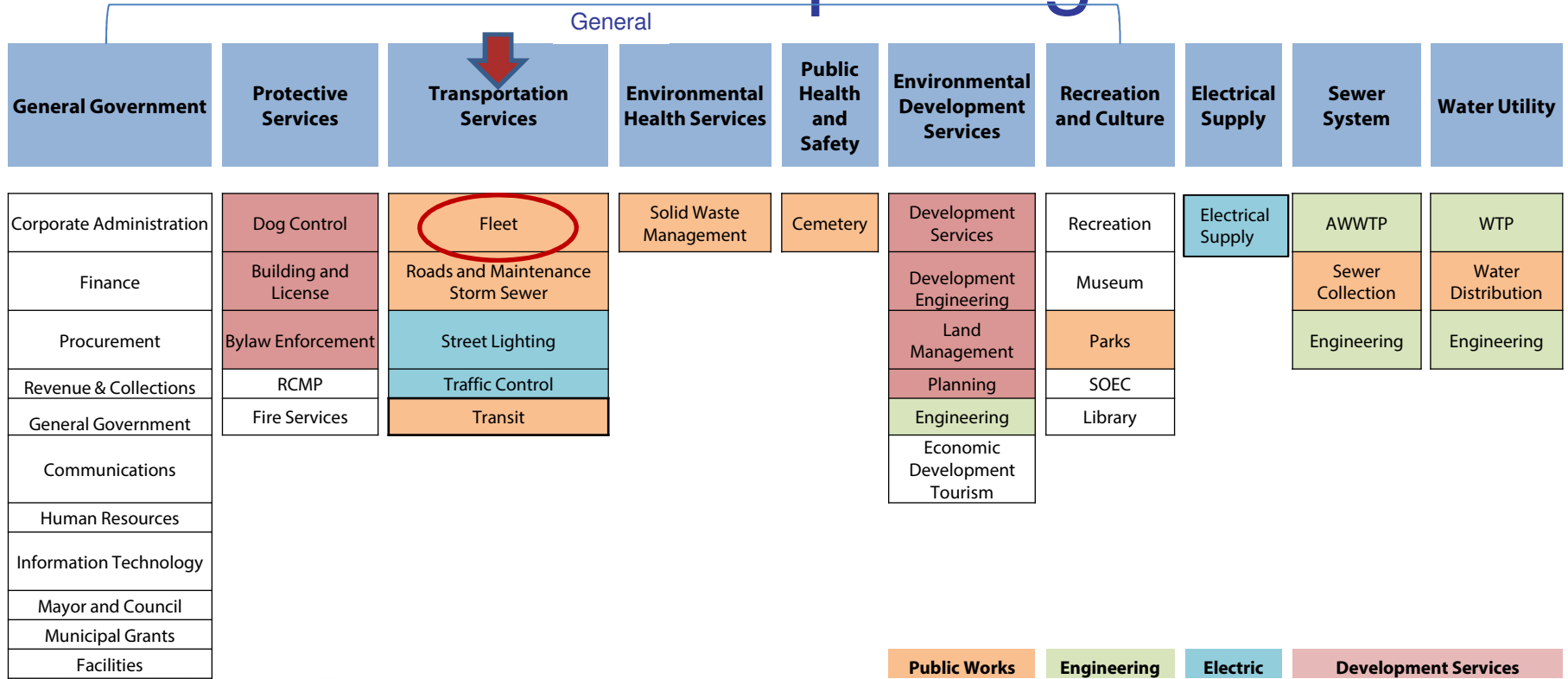


Questions



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Financial Plan Reporting Structure



Transportation: Fleet



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Overview

- As part of Public Works, the Fleet Department maintains and supports vehicles and equipment for the City, RCMP and RDOS

City Fleet Mobile Units - 138
City Fleet Small Equipment - 120
RDOS Fleet – 20

City Fire Dept - 18 Licensed
and 36 Small Equipment
Generators – 20
RCMP Fleet – 33



Staffing Levels

<u>2015</u>	<u>2016</u>	<u>2017</u>
6	6	6



2017 Highlights

		% Change	Trend
Total Recoveries	1,914,400		→
Total Expense	2,458,340		→
Total Internal Allocation	in 44,377 out 639,500		↑
Net Operating Surplus	51,183	-34.9%	
Total Capital	338,200		
Cost per Capita	-1.56		
% of Property Tax	-0.17%		



2017 Budget

Transportation Fleet

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Goods and Services	610,500	631,150	625,500	625,500	625,500	625,500	625,500
Fleet Internal Charges	357,900	357,150	372,500	372,500	372,500	372,500	372,500
Fuel	310,000	300,000	310,000	310,000	310,000	310,000	310,000
Insurance	75,000	70,000	75,000	75,000	75,000	75,000	75,000
Amortization	523,488	520,000	530,000	530,000	530,000	530,000	530,000
Salaries and Benefits	532,915	525,000	545,340	533,218	542,203	551,367	560,714
Total Operating Expense	2,409,803	2,403,300	2,458,340	2,446,218	2,455,203	2,464,367	2,473,714



2017 Budget

Transportation Fleet

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Recoveries	(1,865,400)	(1,900,400)	(1,914,400)	(1,915,340)	(1,916,299)	(1,917,277)	(1,918,274)
Internal Allocation In	39,303	37,376	44,377	44,928	45,489	46,061	46,643
Internal Allocation Out	(604,900)	(619,000)	(639,500)	(639,500)	(639,500)	(639,500)	(639,500)
Total Operating Expense	<u>2,409,803</u>	<u>2,403,300</u>	<u>2,458,340</u>	<u>2,446,218</u>	<u>2,455,203</u>	<u>2,464,367</u>	<u>2,473,714</u>
Net Operating Surplus	(21,194)	(78,724)	(51,183)	(63,694)	(55,107)	(46,349)	(37,417)



2017 Capital Expense

*Transportation
Fleet*

Project	Budget	Comments
Parks Small Equipment	25,100	Various small equipment – sprayer, pump, chainsaws, back pack blowers, mowers, sod cutter, hedge trimmers, 2 small tractors
Garage Equipment	9,000	Parts washer
¾ Ton Pickup – 4 X 4	37,000	Replaces unit 82
4 – ½ Ton Pickups (2 – 4x4 , 2 -2wd)	134,000	Replaces units 89, 93, 95, and 123
Beach Cleaner	95,600	Replaces 20 year old beach cleaner
1 – SUV	30,000	Replaces 117
Fire Bush Truck Upgrade	<u>7,500</u>	Upgrade Deck on Existing Truck
Total	338,200	



Summary

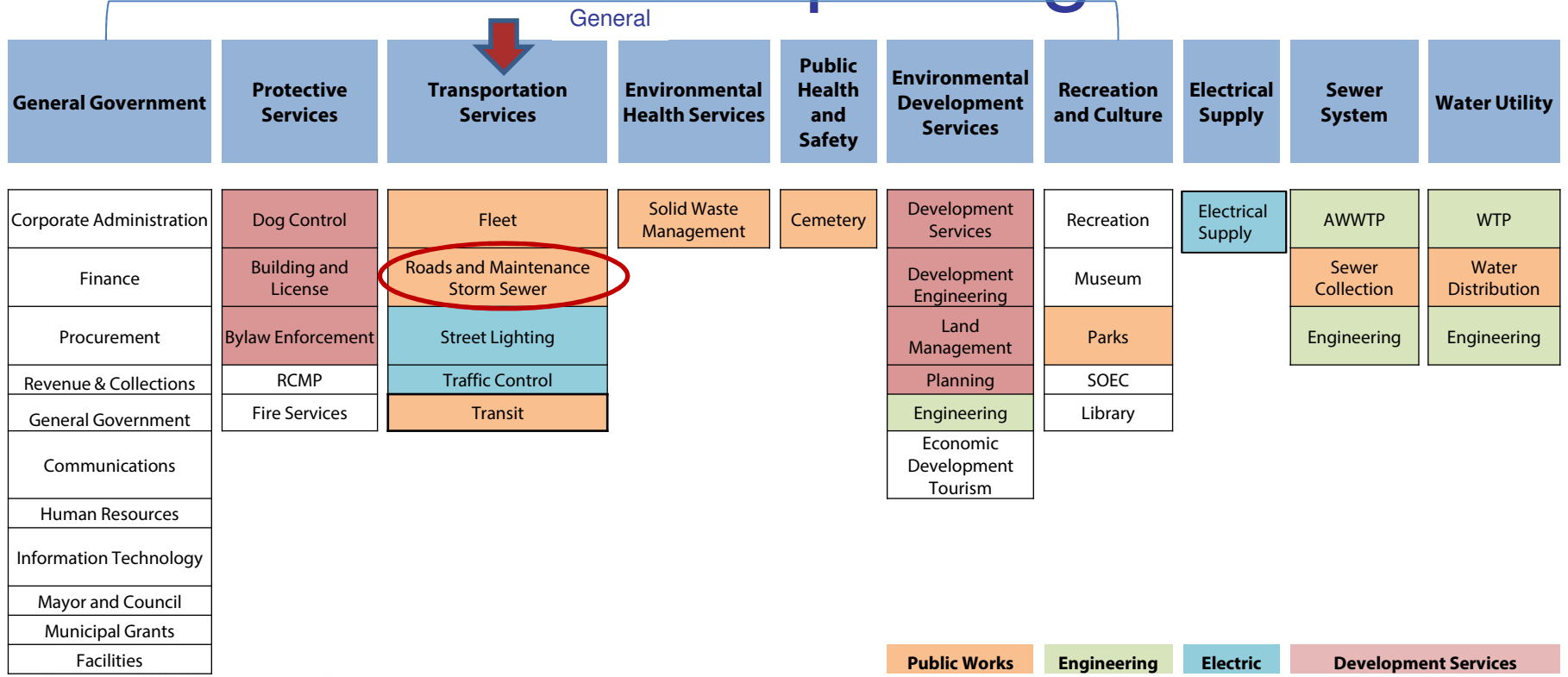
- Minor adjustments to operating costs for labour and depreciation
- Capital costs to replace 6 vehicles and other equipment



Questions



Financial Plan Reporting Structure



Transportation: Roads and Maintenance



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Overview

Transportation **Roads and Maintenance**

- Public Works handles all Road and Storm Sewer Repairs & Maintenance issues
- Key priorities include implementing GIS, maintaining safe roads and sidewalks for public transportation and upgrades to the Skaha Lake Storm Detention Pond

198 kms of asphalt Roadways and
45 kms of asphalt Lanes
131 kms of Sidewalks

2,150 storm catch basins
88 kms of Storm Pipe



Staffing Levels

<u>2015</u>	<u>2016</u>	<u>2017</u>
26	26	27

The Public Works division includes 27 FTEs that work in Roads, Water, Sewer, Solid Waste and Transit.



2017 Highlights

Transportation Roads and Maintenance

		% change	Trend
Total Expense	1,966,631		→
Total Internal Allocation	in 47,894 out 526,516		↑
Net Operating Expense	1,488,009	0.3%	
Total Capital	37,000		
Cost per Capita	45.26		
% of Property Tax	4.93%		



2017 Budget

Transportation Roads and Maintenance

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Roads and Related Infrastructure	1,062,464	1,039,166	1,075,650	1,081,760	1,087,992	1,094,349	1,100,833
Sidewalks and Walkways	201,400	184,682	199,550	202,143	204,788	207,486	210,237
Storm Sewer Operations	103,000	130,546	118,350	119,427	120,526	121,646	122,789
Support Services	56,000	66,511	54,950	55,578	56,219	56,872	57,538
Salaries and Benefits	488,590	505,988	518,131	528,494	539,064	549,845	560,842
Internal Allocation In	42,134	34,913	47,894	48,412	48,943	49,486	50,041
Internal Allocation Out	<u>(450,991)</u>	<u>(478,536)</u>	<u>(526,516)</u>	<u>(535,756)</u>	<u>(545,181)</u>	<u>(554,795)</u>	<u>(564,601)</u>
Net Operating Expense	1,502,597	1,483,270	1,488,009	1,500,058	1,512,349	1,524,888	1,537,680



2017 Capital Expense

Transportation Roads and Maintenance

Project	Budget	Comments
Decorative Banners	12,000	Replacement of inventory
Traffic Control Box Wraps	5,000	Continuation of program to wrap the traffic control boxes. Significant improvement on graffiti control
Waste and Recycling Receptacles	<u>20,000</u>	Replacement and additions of street scape garbage and recycle containers
Total	37,000	



Summary

Transportation **Roads and Maintenance**

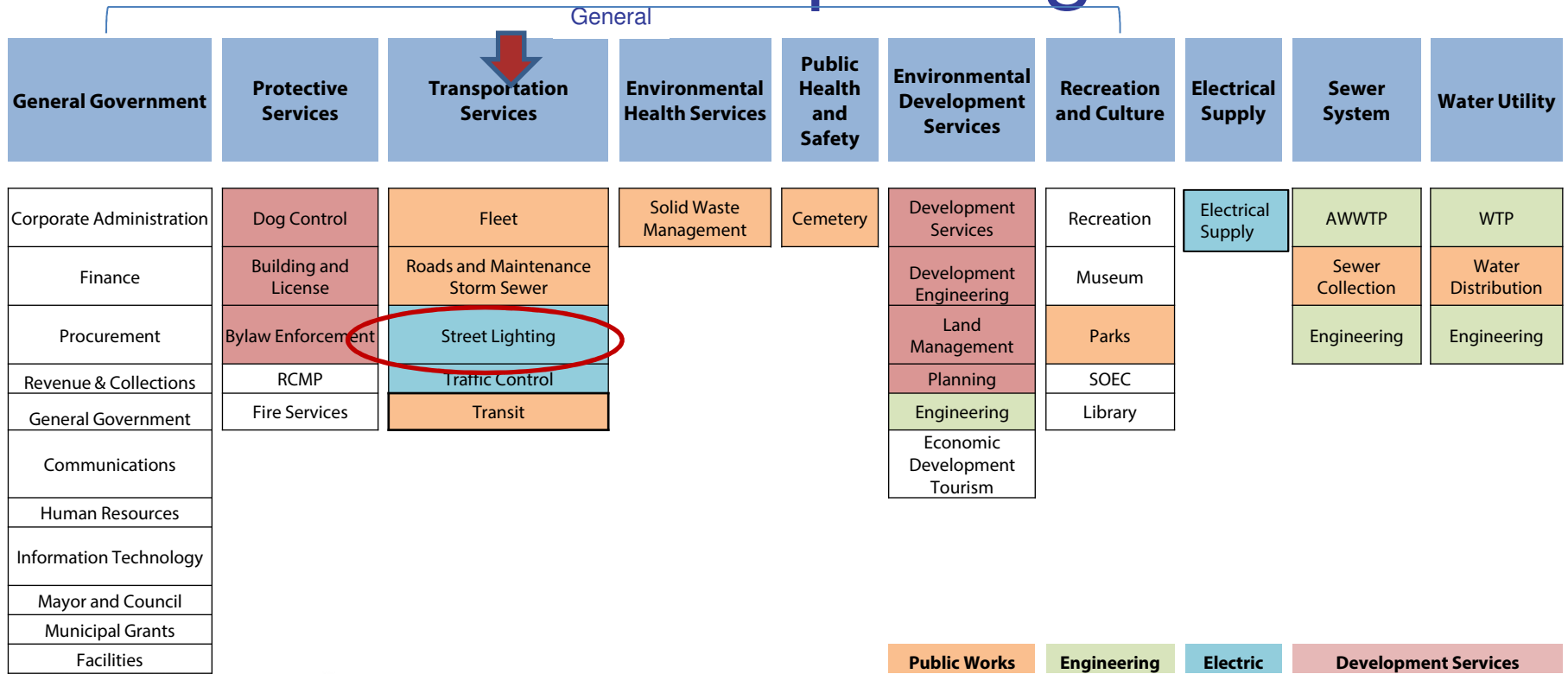
- This budget has a modest increase of 0.3%, reflecting no change in service levels for 2017



Questions



Financial Plan Reporting Structure



Transportation: Street Lighting



Overview

Transportation Services **Street Lighting**

- The Electric Utility designs, maintains and constructs all of the street lighting infrastructure for the City.
- The priorities for next year are:
 - Maintenance
 - Condition Assessment (to visit those lights not completed during the LED replacement project (i.e. Lakeshore, Marina Way, Ellis Creek, Skaha Park, etc.)

3,204 Street Lights

1,465 on steel standards and 1,739 on power poles



2017 Highlights

Transportation Services Street Lighting

		% change	Trend
Net Operating Expense	151,000	30.1%	
Total Capital	30,000		
Cost per Capita	4.59		
% of Property Tax	0.50%		



2017 Budget

Transportation Services Street Lighting

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Vandalism	3,500	110	3,500	3,576	3,653	3,732	3,813
City Parking Lots	500	-	500	510	520	531	542
Light Standard Condition Assessment	15,000	1,000	15,000	15,450	15,914	16,391	16,883
Repairs	22,000	15,000	22,000	22,660	23,340	24,040	24,761
Electricity	100,000	100,000	110,000	120,560	132,134	144,819	158,721
Total Operating Expense	141,000	116,110	151,000	162,756	175,560	189,513	204,720



2017 Capital Budget

Transportation Services Street Lighting

Project	2017 Budget	Comments
New Street lights	10,000	Miscellaneous street light installations
Standard Replacements (5)	<u>20,000</u>	To replace light standards as required for safety reasons.
Total	30,000	



Summary

- Increase to address additional street lighting condition assessment inspections
- Increase in price of electricity

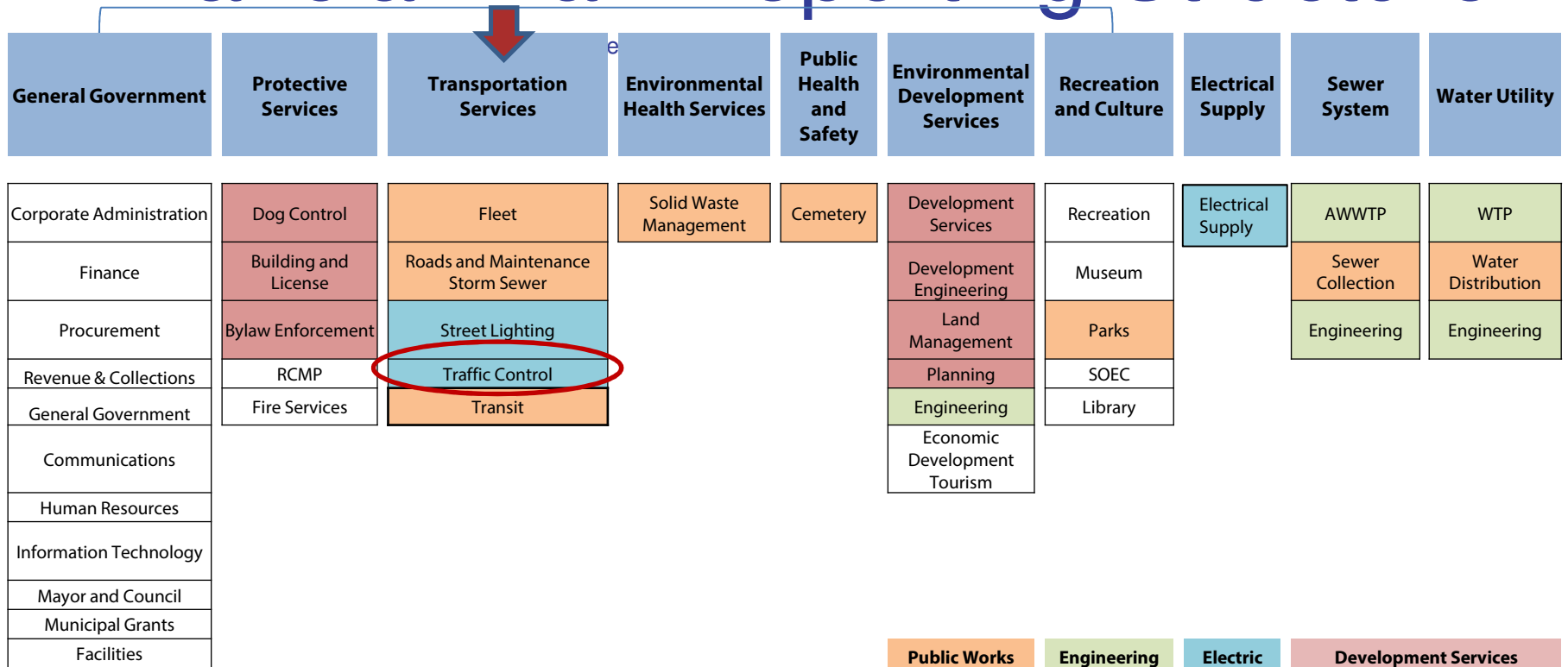


Questions



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Financial Plan Reporting Structure



Transportation: Traffic Control



Overview

- Traffic Control includes the maintenance and repair of traffic signals.
- The priorities for next year are:
 - Update 2 intersections with traffic detection devices (28 intersections remaining)
 - Replace obsolete controllers (9 remaining)
 - Complete 3 UPS installations for the year (17 remaining)

32 Full Traffic Signals

7 pedestrian activated half signals and 3
Pedestrian crossing signals



2017 Highlights

Transportation Services Traffic Control

		% change	Trend
Net Operating Expense	72,501	-0.3%	
Total Capital	141,624		
Cost per Capita	2.21		
% of Property Tax	0.24%		



2017 Budget

Transportation Services Traffic Control

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Annual Condition Assessment	17,400	17,400	17,400	17,922	18,460	19,013	19,584
Provincial Cost Sharing	6,500	6,048	6,500	6,695	6,896	7,103	7,316
Vandalism/Hit and Run Damage	2,000	2,289	2,000	2,045	2,091	2,138	2,186
Electricity	5,000	5,000	5,500	6,028	6,607	7,241	7,936
Repairs	<u>41,100</u>	42,000	41,101	<u>42,321</u>	<u>43,577</u>	<u>44,871</u>	<u>46,204</u>
Total Operating Expense	72,000	72,737	72,501	75,011	77,630	80,366	83,226



2017 Capital Budget

Description	2017 Budget	Comments
Standard Replacements	20,000	Winnipeg/Eckhardt
New Traffic Detection Devices	60,000	2 Intersections/year (28 intersections remaining)
New UPS Installations	18,000	3 Installations/year (17 units remaining)
Replace Controllers	30,000	Replace obsolete/end of life controllers with new ones (9 controllers remaining)
Replace LED Strips	<u>13,624</u>	Replace failed LED modules. Approx. 20/yr @ \$680/each
Total	141,624	



Summary

- No major changes

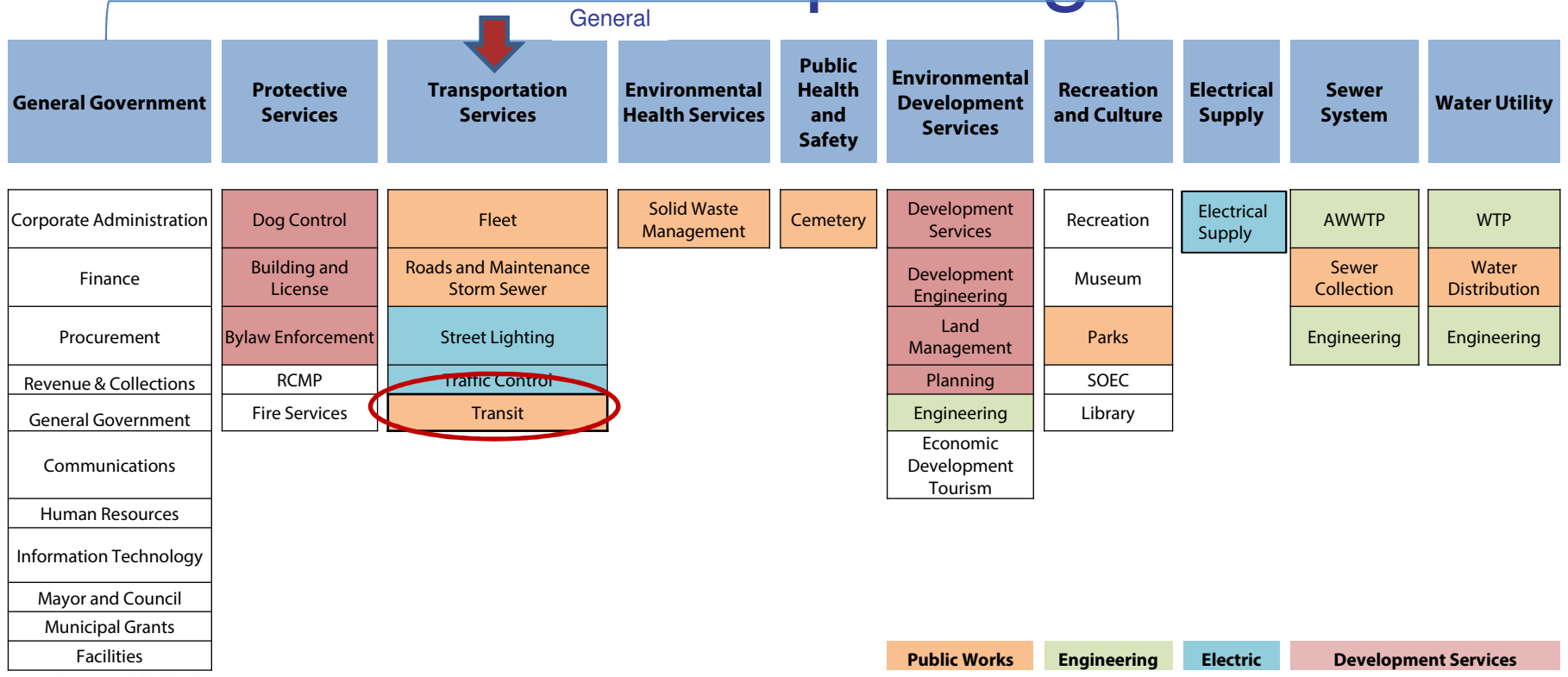


Questions

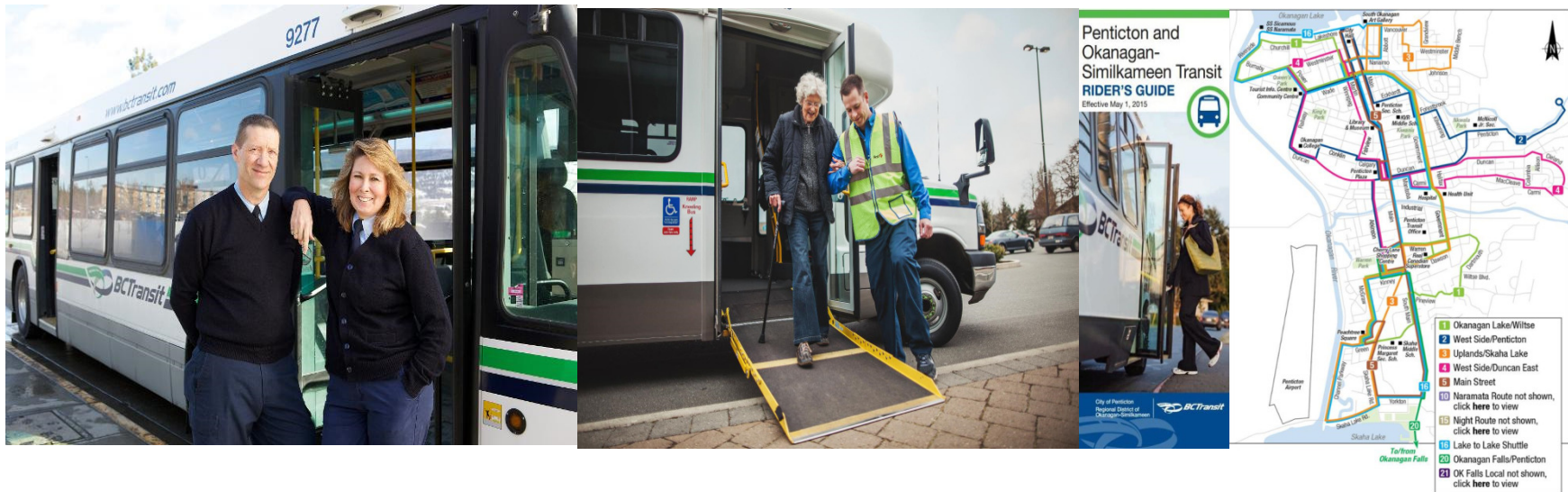


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Financial Plan Reporting Structure



Transportation: Transit



Overview

- 2017 same service level as 2016 increases reflect changes to City BC Transit Contract and smoothing of lease fees

Conventional Transit

- 5 routes Monday to Saturday
- 1 night route
- 1 Sunday route
- 8 buses (including 2 spares)
- 420,614 Passengers
- Funding: City 38% BC Transit 43% Fares 19%
- Total Cost per ride \$6.18
- Municipal Cost per ride \$2.30

Custom Transit (door to door)

- Request system Mon to Fri
- Door to door, no set route
- 3 buses (including 1 spare)
- 23,616 Passengers
- Funding: City 34% BC Transit 60% Fares 6%
- Total Cost per ride \$14.03
- Municipal Cost per ride \$4.76



2017 Highlights

Transportation Services Transit

		% change	Trend
Total Expense	1,719,101		↑
Total Revenue	585,115		→
Total Internal Allocation In	9,496		→
Net Operating Expense	1,143,482	3.0%	
Cost per Capita	34.78		
% of Property Tax	3.79%		



2017 Budget

Transportation Services Transit

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Goods and Services	31,150	24,294	38,940	28,140	28,900	29,680	30,510
Contract - Municipal Share	1,621,785	1,625,683	1,659,007	1,788,900	1,899,152	2,027,991	2,135,754
Fleet	1,565	1,056	1,086	1,108	1,141	1,164	1,182
Salaries and Benefits	<u>16,320</u>	<u>19,687</u>	<u>20,068</u>	<u>20,476</u>	<u>20,874</u>	<u>21,283</u>	<u>21,722</u>
Total Operating Expense	1,670,820	1,670,720	1,719,101	1,838,624	1,950,067	2,080,118	2,189,168
Recoveries	(609,520)	(569,332)	(585,115)	(586,115)	(587,215)	(588,315)	(589,515)
Internal Allocation In	<u>8,870</u>	<u>8,869</u>	<u>9,496</u>	<u>9,686</u>	<u>9,880</u>	<u>10,077</u>	<u>10,279</u>
Net Operating Expense	1,070,170	1,110,257	1,143,482	1,262,195	1,372,732	1,501,880	1,609,932



2017 Budget

Transportation Services Transit

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Net Conventional Transit	952,981	988,678	1,018,265	1,133,948	1,239,674	1,363,470	1,465,450
Net Custom Transit	<u>117,189</u>	<u>121,579</u>	<u>125,217</u>	<u>128,247</u>	<u>133,058</u>	<u>138,410</u>	<u>144,482</u>
Net Total Transit	1,070,170	1,110,257	1,143,482	1,262,195	1,372,732	1,501,880	1,609,932



Summary

Conventional Transit

- Status quo operation 2017
- In 2018 add two trips per day Penticton to Kelowna M-F (morning / late afternoon 75% City)
- In 2020 add two trips per day Penticton Kelowna M-F (mid day 75% City)

Custom Transit

- Status quo operation 2017 – 2021

All Transit

- Increases due to fuel, inflation, lease rate smoothing and additional service



Other Information

- Sunday Number 5 Route \$11,600 (not in 5 year plan)
- Route 5 Frequency Increase \$157,700 (not in 5 year plan)
- Spare Bus \$35,000 - \$40,000 Penticton Conventional Transit does not meet the Spare Ratio now as we were provided with all new buses. They are aging and require more maintenance. This is difficult and creates inefficiencies. May come in 2017 with the Annual Operating Agreement.



Questions



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Financial Plan Reporting Structure

General



Corporate Administration	Dog Control	Fleet	Solid Waste Management	Cemetery	Development Services	Recreation		AWWTP	WTP
Finance	Building and License	Roads and Maintenance Storm Sewer			Development Engineering	Museum		Sewer Collection	Water Distribution
Procurement	Bylaw Enforcement	Street Lighting			Land Management	Parks		Engineering	Engineering
Revenue & Collections	RCMP	Traffic Control			Planning	SOEC			
General Government	Fire Services	Transit			Engineering	Library			
Communications					Economic Development Tourism				
Human Resources									
Information Technology									
Mayor and Council									
Municipal Grants									
Facilities									

Public Works Engineering Electric Development Services



Financial Plan Reporting Structure

General



Corporate Administration	Dog Control	Fleet	Solid Waste Management	Cemetery	Development Services	Recreation	Electrical Supply	AWWTP	WTP
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Facilities									

Public Works Engineering Electric Development Services



Environmental Development Services: Economic Development

Penticton
Progress
Dashboard

Jan - Dec 2016

322 New Business Licences

Personal Services. Construction. Retail. Professional Services.
Trades. Manufacturing. Healthcare. Photography. Consulting.
Landscaping. Tourism. IT. Marketing. Pet Services. And others

806 Building Permits Issued =

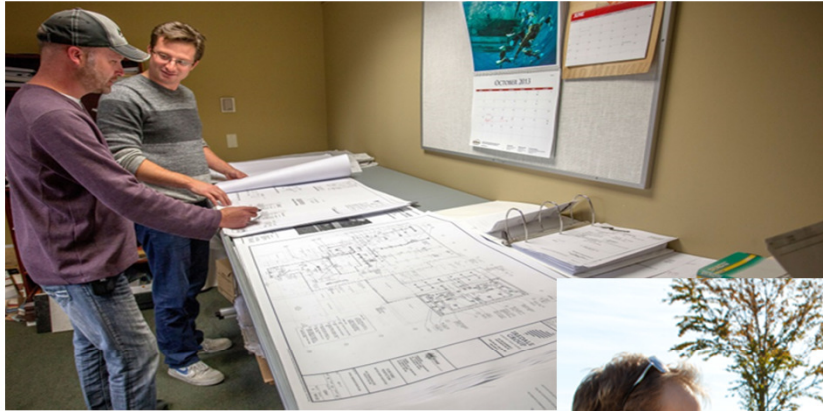
390 of which were
New Residential Units

Year to Date
Construction Value of

\$197
million



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Overview

- Primary purpose is to create economic growth
- Strategic priorities for 2017 include:
 - Job portal, business attraction via cluster development, resident recruitment including virtual work
 - International Triathlon Union Event

RESULTS:

- 2555 Businesses (+6%)
- +4.8% growth in new business
- 11.3% of Business Serving Regional Markets (+35%)
- Retention of Casino Jobs and Revenues
- \$85,000 in Grants for Economic Development
- Additional Flights between Calgary and Penticton
- Record year for Construction
- Launch of On-Line Business Directory
- Population growth 2.7% since last census



Staffing

*Environmental Development Services
Economic Development*

<u>2015</u>	<u>2016</u>	<u>2017</u>
2	4	4



2017 Highlights

Environmental Development Services Economic Development

		% change	Trend
Total Expense	705,300		→
Total Internal Allocation In	15,361		↑
Net Operating Expense	720,661	12.4%	
Cost per Capita	21.92		
% of Property Tax	2.39%		



2017 Budget

Environmental Development Services Economic Development

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Projects	248,600	270,000	190,000	190,000	190,000	190,000	190,000
Small Business Development	180,000	161,000	130,000	130,000	130,000	130,000	130,000
Salaries and benefits	383,815	265,000	385,300	385,300	385,300	385,300	385,300
Labour Market Partner Agreement / Recoveries	-	(58,583)	-	-	-	-	-
Internal Allocation In	<u>4,500</u>	<u>3,522</u>	<u>15,361</u>	<u>10,497</u>	<u>10,540</u>	<u>10,583</u>	<u>10,627</u>
Net Operating Expense	816,915	640,939	720,661	715,797	715,840	715,883	715,927



Summary

- Key Variances:
 - 5 months of unfilled positions
 - Minor reduction in program spend
 - 2016 grant received



Financial Plan Reporting Structure

General



Corporate Administration	Dog Control	Fleet	Solid Waste Management	Cemetery	Development Services	Recreation	Electrical Supply	AWWTP	WTP
Finance	Building and License	Roads and Maintenance Storm Sewer			Development Engineering	Museum		Sewer Collection	Water Distribution
Procurement	Bylaw Enforcement	Street Lighting			Land Management	Parks		Engineering	Engineering
Revenue & Collections	RCMP	Traffic Control			Planning	SOEC			
General Government	Fire Services	Transit			Engineering	Library			
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Human Resources									
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Mayor and Council									
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Facilities									

Public Works Engineering Electric Development Services



Environmental Development Services: Development Services

Director, Development Services

Development Engineering

Planning

Bylaw Services

Building & License



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Overview

The Development Services area supports the management and operations of Development Services and the budget is largely dedicated to salaries and services.

- Director
- Development Engineering



Staffing

Environmental Development Services Development Services

<u>2015</u>	<u>2016</u>	<u>2017</u>
3	4	4



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2017 Highlights

Environmental Development Services Development Services

		% change	Trend
Total Expense	378,588		↑
Revenues	71,000		↑
Total Internal Allocation In	337,325		↑
Net Operating Expense	644,913	31.5%	
Cost per Capita	19.62		
% of Property Tax	2.14%		



2017 Budget

Environmental Development Services Development Services

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Goods and Services	57,360	28,557	82,500	32,500	32,500	32,500	15,000
Carmi Landfill Monitoring	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Salaries and Benefits	286,279	332,569	291,088	292,275	292,275	292,275	292,275
Recoveries	-	(43,000)	(71,000)	(71,100)	(71,201)	(71,304)	(71,408)
Internal Allocation In	91,930	171,580	337,325	329,233	329,347	329,463	329,582
Internal Allocation Out	-	(4,377)	-	-	-	-	-
Net Operating Expense	440,569	490,328	644,913	587,908	587,921	587,934	570,449



Summary

- Increase in expenses are from Goods and Services and changes to Internal Cost Allocations
- \$50,000 for IT improvements for GIS, which will result in better customer service and engagement to the community



Questions



Financial Plan Reporting Structure

General



Corporate Administration	Dog Control	Fleet	Solid Waste Management	Cemetery	Development Services	Recreation	Electrical Supply	AWWTP	WTP
Finance	Building and License	Roads and Maintenance Storm Sewer			Development Engineering	Museum		Sewer Collection	Water Distribution
Procurement	Bylaw Enforcement	Street Lighting			Land Management	Parks		Engineering	Engineering
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Mayor and Council									
Municipal Grants									
Facilities									

Public Works Engineering Electric Development Services



Environmental Development Services: Land Management



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Overview

- Administers over \$40 million in City property
 - Leases, Licences to Use & Residential tenancies (Currently 0% vacancy)
- Ensure legal requirements are met for land transactions
- Negotiate land sales, purchases & leases and draft agreements protecting City's interest
- Provide advice to, and complete Statutory Right of Ways and other legal documents for other departments

93 Leases/Licences
11 Residential Tenancies

67 Land Titles Registrations Completed



Staffing

Environmental Development Services Land Management

<u>2015</u>	<u>2016</u>	<u>2017</u>
2	3	3



2017 Highlights

Environmental Development Services Land Management

		% change	Trend
Total Expense	511,180		↑
Total Revenue	1,389,964		↑
Total Internal Allocation	in 4,300 out 97,700		↑
Net Operating Surplus	972,184	33.2%	
Cost per Capita	-26.73		
% of Property Tax	-3.22%		



2017 Budget

Environmental Development Services Land Management

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Goods and Services	430,183	235,333	299,836	264,948	276,092	288,365	301,873
Legal	-	10,000	-	-	-	-	-
Salaries and Benefits	141,647	164,641	211,344	201,707	201,707	201,707	201,707
Total Operating Expense	571,830	409,974	511,180	466,655	477,799	490,072	503,580
Revenues	(1,161,850)	(1,058,104)	(1,389,964)	(1,401,774)	(1,413,763)	(1,425,934)	(1,437,230)
Internal Allocation In	3,750	2,671	4,300	4,348	4,397	4,446	4,496
Internal Allocation Out	(197,700)	(84,518)	(97,700)	(96,900)	(96,116)	(95,348)	(94,595)
Net Operating Surplus	(783,970)	(729,977)	(972,184)	(1,027,672)	(1,027,684)	(1,026,763)	(1,023,748)



Summary

- Revenue from lease/licence income has increased over last year
- Increase in expenses is from cost of labour increase, extension of term for land secretary and Campbell Mountain Plan



Questions



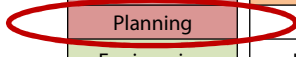
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Financial Plan Reporting Structure

General



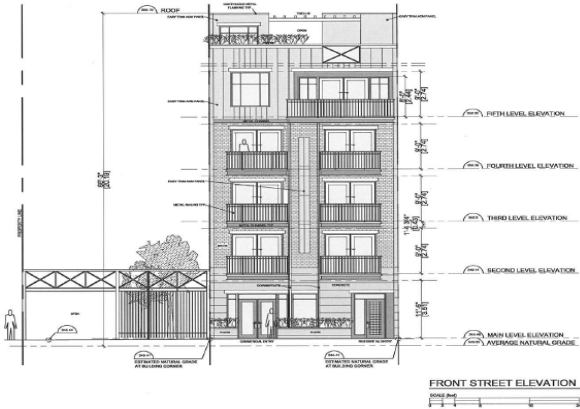
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Municipal Grants									
Facilities									



Public Works Engineering Electric Development Services



Environmental Development Services: Planning



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Overview

Often the first point of contact for land developers in Penticton, the Planning Department is responsible for ensuring the efficient processing of all land use amendment applications, up-keeping the City's land use bylaws and policies and providing land use advice to property owners, other City departments and to City Council.

2016 was the busiest year on record for the Planning Department, with over 172 Land Use Applications received (a 32% increase over 2015).

Average application processing times have remained reasonable with increased workloads and no additional staff (81 days average processing time for a Council approved application).



Staffing

Environmental Development Services Planning

<u>2015</u>	<u>2016</u>	<u>2017</u>
5	5	6



2017 Highlights

		% change	Trend
Total Expense	646,529		↑
Total Revenue	126,000		↓
Total Internal Allocation In	115,700		↑
CARIP Grant	43,000		→
Net Operating Expense	593,229	54.1%	
Cost per Capita	18.04		
% of Property Tax	1.96%		



2017 Budget

Environmental Development Services Planning

Expenses	2016 Budget	2016 Forecast	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Goods and Services	19,000	14,033	20,000	15,000	15,000	15,000	15,000
Affordable Housing	50,000	63,000	15,000	-	-	-	-
Salaries and Benefits	418,247	386,275	611,529	579,497	584,259	589,116	594,070
Urban Forestry Plan	12,000	-	-	-	-	-	-
Total Operating Expense	499,247	463,308	646,529	594,497	599,259	604,116	609,070
Internal Allocation In	216,100	106,347	115,700	115,017	114,352	113,704	113,073
Revenues	(97,000)	(184,691)	(126,000)	(99,000)	(99,000)	(104,000)	(62,000)
CARIP Grant	-	-	(43,000)	(43,000)	(43,000)	(43,000)	(43,000)
Net Operating Expense	618,347	384,964	593,229	567,514	571,611	570,820	617,144



Summary

- Overall increase in expenses is primarily due to new positions for Special Projects Manager and the partial salary of the Sustainable Development Coordinator



Questions



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