



SUBJECT: 2020 Treasurer's statement for Development Charges reserve funds, Park Dedication reserve fund and the Public Benefits reserve fund

TO: Corporate Services, Strategy, Risk & Accountability Cttee.

FROM: Finance Department

Report Number: F-12-21

Wards Affected: All

File Numbers: 460-01

Date to Committee: May 5, 2021

Date to Council: May 18, 2021

Recommendation:

Receive and file finance department report F-12-21 providing the 2020 Treasurer's statement for Development Charges reserve funds, Park Dedication reserve fund and the Public Benefits reserve fund.

PURPOSE:

In accordance with the Development Charges Act, 1997 (DCA), Planning Act, and the City's Development Charges By-law 29-2019 the Treasurer is required to provide council with an annual financial statement on the Development Charges, the City's Park Dedication and Public Benefits reserve funds.

Vision to Focus Alignment:

- Increase economic prosperity and community responsive city growth
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Background and Discussion:

Development Charges Reserve Fund Statement

Section 12 of O.Reg. 82/98 prescribes the information that must be included in the Treasurer's statement. The information is in addition to the opening and closing balance for the previous year and the transactions relating to that year. For each reserve fund:

1. A description of the service for which the fund was established. If the fund was established for a service category, the service is the category.
2. For the credits in relation to the service or service category for which the fund was established,
 - i. the amount outstanding at the beginning of the previous year, given in the year, used in the year and outstanding at the end of the year,
 - ii. the amount outstanding at the beginning of the previous year and outstanding at the end of the year, broken down by individual credit holder.
3. The amount of any money borrowed from the fund by the municipality during the previous year and the purpose for which it was borrowed.
4. The amount of interest accrued during the previous year on money borrowed from the fund by the municipality.
5. The amount and source of any money used by the municipality to repay, in the previous year, money borrowed from the fund or interest on such money.
6. A schedule that identifies credits recognized under section 17 and, for each credit recognized, sets out the value of the credit, the service against which the credit is applied and the source of funds used to finance the credit. O. Reg. 82/98, s. 12 (2).

The following is also prescribed as information to be included in the statement of the treasurer:

1. For each project that is financed, in whole or in part, by development charges,
 - i. the amount of money from each reserve fund established under section 33 of the Act that is spent on the project, and
 - ii. the amount and source of any other money that is spent on the project. O. Reg. 82/98, s. 12 (3).

The treasurers' statement to be completed as part of the above requirements are included as Appendix A to this report.

Park Dedication Reserve Fund Statement

Section 42 of the Planning Act prescribes the information that must be provided to council with annual financial statements on the city's Cash in Lieu of Park Land, known as the Park Dedication Reserve Fund. For this reserve fund:

17. The treasurer of the municipality shall each year, on or before the date specified by the council, give the council a financial statement relating to the special account.
18. The statement shall include, for the preceding year,
 - a. statements of the opening and closing balances of the special account and of the transactions relating to the account;
 - b. statements identifying,
 - i. any land or machinery acquired during the year with funds from the special account,
 - ii. any building erected, improved or repaired during the year with funds from the special account,
 - iii. details of the amounts spent, and
 - iv. for each asset mentioned in subclauses (i) and (ii), the manner in which any capital cost not funded from the special account was or will be funded; and
 - c. any other information that is prescribed.
19. The treasurer shall give a copy of the statement to the Minister on request.
20. The council shall ensure that the statement is made available to the public.

The treasurer's statement is included as Appendix B to this report.

Public Benefits Reserve Fund Statement

Section 37 of the Planning Act prescribes the information that must be provided to council with annual financial statements on the city's Public Benefits Reserve Fund. For this reserve fund:

5. All money received by the municipality under this section shall be paid into a special account and spent only for facilities, services and other matters specified in the by-law.
6. The money in the special account may be invested in securities in which the municipality is permitted to invest under the Municipal Act, 2001 and the earnings derived from the investment of the money shall be paid into the special account, and the auditor in the auditor's annual report shall report on the activities and status of the account.
7. The treasurer of the municipality shall each year, on or before the date specified by the council, give the council a financial statement relating to the special account.
8. The statement shall include, for the preceding year,
 - a. statements of the opening and closing balances of the special account and of the transactions relating to the account;
 - b. statements identifying,

- i. any facilities, services or other matters specified in the by-law for which funds from the special account have been spent during the year,
 - ii. details of the amounts spent, and
 - iii. for each facility, service or other matter mentioned in subclause (i), the manner in which any capital cost not funded from the special account was or will be funded; and
 - c. any other information that is prescribed.
9. The treasurer shall give a copy of the statement to the Minister on request.
10. The council shall ensure that the statement is made available to the public.

The treasurer's statement for the Public Benefits Reserve Fund is included as Appendix C to this report.

Financial Matters:

The 2020 Development Charges Reserve Funds Statement is attached as Appendix A.

- Schedule 1 – Development Charges Reserve Funds statement
- Schedule 2 – Capital Fund Transfers

The 2020 Park Dedication reserve fund statement is attached as Appendix B.

- Schedule 1 – Park Dedication Reserve Fund statement
- Schedule 2 – Capital Fund Transfers

The 2020 Public Benefits reserve fund statement is attached as Appendix C.

- Schedule 1 – Public Benefits Reserve Fund Statement
 - Schedule 2 – Capital Fund Transfer
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Engagement Matters:

The 2020 Treasurer's statements included within this report are made available to the public on the city's website and upon request. Furthermore, the Development Charges Reserve Fund statement has also been distributed to the Development Charges Consultation Committee.

Conclusion:

The attached treasurer's statements are provided for information only.

Respectfully submitted,

Luke Zygalko

Financial Analyst - Strategy and Business Consulting

905-335-7600 ext. 7585

Appendices:

A. The 2020 Development Charges reserve fund statements

- Schedule 1 – Development Charges Reserve Funds statement
- Schedule 2 – Capital Fund Transfers

B. The 2020 Park Dedication reserve fund statement

- Schedule 1 – Park Dedication Reserve Fund statement
- Schedule 2 – Capital Fund Transfers

C. The 2020 Public Benefits reserve fund statement

- Schedule 1 – Public Benefits Reserve Fund statement
- Schedule 2 – Capital Fund Transfers

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.

City of Burlington

Treasurer's Statement - Development Charges Reserve Funds (DCRF)

For The Period January 1, 2020 to December 31, 2020

Appendix A of F-12-21

Schedule 1

	Growth Studies 800025	Fire Protection 800018	Library 800021	Transit 800028	Transportation 800029	Storm Drainage 800026	Parks & Recreation 800501	Total
Balance as of January 1, 2020	\$ 38,391	\$ 1,141	\$ 42,721	\$ 1,011,896	\$ 16,953,970	\$ 6,319,392	\$ 4,238,247	\$ 28,605,758
Revenues								
Development Charges Collected								
Residential	3,599	41,901	38,816	44,729	2,154,427	386,877	522,091	3,192,439
Non-Residential	2,131	25,264	1,065	27,090	1,053,104	86,140	14,762	1,209,556
Interest Earned	-	-	669	15,453	200,106	53,500	8,675	278,402
Sub-Total	\$ 5,730	\$ 67,165	\$ 40,550	\$ 87,271	\$ 3,407,637	\$ 526,516	\$ 545,528	\$ 4,680,398
Expenditures								
Transfers (To)/ From Capital	(30,506)	(21,603)	(25,520)	(132,076)	18,974	(1,254,821)	(911,904)	(2,357,454)
Transfers (To)/ From DCRF (Loan Repayment)	-	-	-	-	-	-	-	-
Transfers (To)/From Other Reserve Funds	-	-	-	-	(500,000)	-	-	(500,000)
Sub-Total	\$ (30,506)	\$ (21,603)	\$ (25,520)	\$ (132,076)	\$ (481,026)	\$ (1,254,821)	\$ (911,904)	\$ (2,857,454)
Balance as of December 31, 2020*	\$ 13,614	\$ 46,703	\$ 57,752	\$ 967,091	\$ 19,880,581	\$ 5,591,088	\$ 3,871,872	\$ 30,428,701

*Balances do not include prior commitments.

The City of Burlington has not imposed, directly or indirectly, a charge related to a development or requirement to construct a service related to development except as permitted by the DCA, 1997.

City of Burlington
Development Charges - Capital Fund Transfers
Eligible Services
For The Period January 1, 2020 to December 31, 2020

Appendix A of F-12-21
Schedule 2

Order No.	Description	(To) / From		
		Development Charges Reserve Funds	Other Revenue	Total
Growth Studies				
RA0236	Development Charges Study	\$ 30,506	\$ 1,606	\$ 32,112
Subtotal Growth Studies		\$ 30,506	\$ 1,606	\$ 32,112
Fire				
FI0051	Fire Master Plan and Community Risk	\$ 21,603	\$ -	\$ 21,603
Subtotal Fire		\$ 21,603	\$ -	\$ 21,603
Transit				
TR0040	Stop and Shelter Improvements	\$ 3,540	\$ 348,220	\$ 351,760
TR0039	Fairview Street Bus Bay	\$ 108,507	\$ 333,120	\$ 441,627
VN0054	Transit Expansion Handi-Van	\$ 8,872	\$ 51,933	\$ 60,805
VN0047	Transit Expansion Handi-Van	\$ 3,609	\$ -	\$ 3,609
VN0050	Transit Conventional Bus Expansion	\$ 7,548	\$ 44,004	\$ 51,551
Subtotal Transit		\$ 132,076	\$ 777,277	\$ 909,353
Transportation				
MP0031	Integrated Mobility Plan	\$ 27,356	\$ 150,000	\$ 177,356
RA0131	Harvester at Walkers - Intersection Improvements	\$ (217,603)	\$ (52,796)	\$ (270,398)
RA0248	Asset Management Plan Update	\$ 12,381	\$ 150,000	\$ 162,381
RA0206	Harvester Rd (South Service Rd to Century)	\$ 8,131	\$ -	\$ 8,131
RA0237	Harvester Rd at Guelph Ln (Intersection Improvements)	\$ 5,624	\$ -	\$ 5,624
TR0039	Fairview Street Bus Bay	\$ (20,240)	\$ -	\$ (20,240)
TR0040	Stop and Shelter Improvements	\$ (63,130)	\$ -	\$ (63,130)
RL0262	Digital Ortho Imagery	\$ 2,591	\$ 6,959	\$ 9,550
SW0091	Millcroft Community Multi-use Pathway	\$ 52,035	\$ 66,000	\$ 118,035
SW0110	Harvester Road Sidewalk (South Service Rd to Century)	\$ 45,742	\$ -	\$ 45,742
SW0111	Harvester Road (Walker's to Appleby)	\$ 22,922	\$ -	\$ 22,922
TC0037	Safety Review/Related Improvements (Stop Yield)	\$ 2,575	\$ -	\$ 2,575
TR0038	Bus Stop Locations Upgrade	\$ 31,003	\$ 156,367	\$ 187,370
TS0105	Traffic Signals	\$ 6,965	\$ 7,500	\$ 14,465
TS0107	Traffic Signals	\$ 64,671	\$ 35,000	\$ 99,671
Subtotal Transportation		\$ (18,974)	\$ 519,031	\$ 500,056
Storm Drainage				
BG0046	Tuck Creek Bridge Replacement (Regal Road)	\$ 14,686	\$ -	\$ 14,686
RL0206	Design Services	\$ 3,749	\$ 45,000	\$ 48,749
RL0262	Digital Ortho Imagery	\$ 1,555	\$ -	\$ 1,555
SD0134	Hager Creek - Heather Hills Drive	\$ 178,952	\$ 205,350	\$ 384,302
SD0058	Watershed Plans Verification and Update	\$ 735	\$ -	\$ 735
SD0110	Roseland Creek (Guelph Ln to Lake ON)	\$ 11,111	\$ -	\$ 11,111
SD0122	Tuck Creek (Upper Middle Rd to Palmer)	\$ 182	\$ -	\$ 182
SD0108	Shoreacres Creek Erosion Control (Millcroft Park Drive to CNR)	\$ 938	\$ 568	\$ 1,507
SD0116	Minor Erosion Control Projects	\$ 75,057	\$ 11,900	\$ 86,957
SD0127	Appleby Creek Erosion Control (South Service Road to Lake Ontario)	\$ 17,652	\$ 25,000	\$ 42,652
SD0131	Grind stone Creek (Waterdown Rd to Main Branch)	\$ 42,015	\$ 25,000	\$ 67,015
SM0003	Tuck Creek Culvert Upgrade (North of New Street to Spruce Ave)	\$ 8,903	\$ -	\$ 8,903
SM0007	Tuck Creek - New St	\$ 898,280	\$ -	\$ 898,280
SM0006	Regal Road Channel Works	\$ 1,007	\$ 780,000	\$ 781,007
Subtotal Storm Drainage		\$ 1,254,821	\$ 1,092,818	\$ 2,347,639
Parks & Recreation				
PD0196	City View Park	\$ 855,966	\$ 431,305	\$ 1,287,271
PD0221	Trail - Alton Village	\$ 4,197	\$ 22,512	\$ 26,709
PD0211	Colin Alton Parkette Construction	\$ 49,871	\$ 63,159	\$ 113,030
PD0213	Multi-Use Path Hydro Corridor Cumberland	\$ 682	\$ 6,681	\$ 7,363
PR0182	Surveying # Multiple Sites	\$ 1,188	\$ 14,871	\$ 16,058
Subtotal Parks & Recreation		\$ 911,904	\$ 538,528	\$ 1,450,432
Library				
LI0057	Collection Expansion	\$ 25,520	\$ 2,000	\$ 27,520
Subtotal Library		\$ 25,520	\$ 2,000	\$ 27,520
Total		\$ 2,357,454	\$ 2,931,260	\$ 5,288,714

**City of Burlington
Treasurer's Statement - Park Dedication
Reserve Fund (PDRF)
For The Period January 1, 2020 to
December 31, 2020**

**Appendix B of
F-12-21
Schedule 1**

	Park Dedication
Balance as of January 1, 2020	\$ 16,636,186
Revenues	
Park Dedication Cash-in-Lieu	
Residential	67,830
Non-Residential	904,156
Interest Earned	183,801
Sub-Total	<u>\$ 1,155,788</u>
Expenditures	
Transfers (To)/ From Capital	(3,941,308)
Transfers (To)/From Other Reserve Funds	(200,000)
Sub-Total	<u>\$ (4,141,308)</u>
Balance as of December 31, 2020	<u><u>\$ 13,650,665</u></u>

City of Burlington
Capital Fund Transfers - Park Dedication Reserve Fund (PDRF)
Eligible Services
For The Period January 1, 2020 to December 31, 2020

Appendix B of
F-12-21
Schedule 2

Order No.	Description	(To) / From		
		Park Dedication Reserve Fund	Other Revenue	Total
Parks and Recreation				
AA0017	Arenas - Repair and Renewal	\$ 880	\$ (1,082)	\$ (202)
AA0019	Appleby Arena - Repair and Renewal	\$ 61,669	\$ (27,000)	\$ 34,669
AA0021	Mainway Arena - Repair and Renewal	\$ 3,229	\$ 116,300	\$ 119,529
AA0022	Central Arena - Repair and Renewal	\$ 1,181	\$ 108,000	\$ 109,181
AA0026	Mainway Arena - Dry Fire Sprinklers Replacement	\$ 1,862	\$ 80,000	\$ 81,862
AA0027	Appleby Arena - HVAC	\$ 36,057	\$ 236,190	\$ 272,247
CC0034	Tansley Woods - Repair and Renewal	\$ 27,210	\$ 469,500	\$ 496,710
CC0035	Brant Hills - Repair and Renewal	\$ 4,530	\$ 110,500	\$ 115,030
CC0037	Senior Centre - Repair and Renewal	\$ (3,047)	\$ 1,500	\$ (1,547)
CC0041	Nelson CC - Repair and Renewal	\$ 2,624	\$ 28,000	\$ 30,624
CC0042	Mountainside CC - Repair and Renewal	\$ 7,828	\$ (5,000)	\$ 2,828
CC0043	Mountainside Pool Project	\$ 1,986	\$ 1,093,000	\$ 1,094,986
CC0046	Senior Centre Renovation	\$ 3,047	\$ 190,000	\$ 193,047
MB0260	Lowville School House - Renewal	\$ 15,000	\$ (15,200)	\$ (200)
PD0192	Lowville Picnic Area Improvements	\$ (16,485)	\$ (12,844)	\$ (29,329)
PD0196	City View Park Infrastructure	\$ 430,855	\$ 856,416	\$ 1,287,271
PD0211	Colin Alton Parkette Infrastructure	\$ 63,159	\$ 49,871	\$ 113,030
PD0213	Multi-Use Path Infrastructure	\$ 6,681	\$ 682	\$ 7,363
PD0215	Itabashi Gardens - Design	\$ 6,029	\$ -	\$ 6,029
PD0219	Beachway Master Plan	\$ 5,000	\$ -	\$ 5,000
PD0221	Trail - Alton Village	\$ 22,512	\$ 4,197	\$ 26,709
PD0222	Kilbride Skate Park Infrastructure	\$ 457	\$ -	\$ 457
PD0223	Itabashi Gardens - Construction	\$ 15,080	\$ -	\$ 15,080
PD0224	Brant Hills Splash Pad Infrastructure	\$ 354,733	\$ -	\$ 354,733
PD0227	Ireland Park - ParkingLot & Path Connection	\$ 5,139	\$ -	\$ 5,139
PL0014	Angela Coughlan - Change Rooms & Deck	\$ 881,625	\$ 50,000	\$ 931,625
PL0016	Pools - Repair & Renewal	\$ 26,630	\$ 15,000	\$ 41,630
PL0019	Aldershot Pool Repair & Renewal	\$ 163,597	\$ 285,000	\$ 448,597
PR0076	Bayview Leash Free Park Infrastructure	\$ 8,469	\$ 17,146	\$ 25,614
PR0102	Burloak Park Infrastructure	\$ 1,428	\$ 3,849	\$ 5,277
PR0105	Maple, Mohawk, Sheldon Park Infrastructure	\$ 88,800	\$ 150,140	\$ 238,940
PR0107	Nelson Stadium Infrastructure	\$ (6,612)	\$ (10,172)	\$ (16,784)
PR0112	Spencer Smith Park - Lighting	\$ 35,523	\$ 66,100	\$ 101,623
PR0119	LaSalle Park Infrastructure	\$ 10,824	\$ 75,000	\$ 85,824
PR0122	Park - Repair & Renewal of Infrastructure	\$ 19,055	\$ 59,650	\$ 78,705
PR0126	Neighbourhood Park Renewal	\$ (22,945)	\$ (58,931)	\$ (81,876)
PR0130	Cavendish & Champlain Park Infrastructure	\$ 4,612	\$ -	\$ 4,612
PR0132	Breckon Park Infrastructure	\$ 864	\$ -	\$ 864
PR0133	Cumberland Park Infrastructure	\$ 60,724	\$ 56,000	\$ 116,724
PR0135	Lowville Park Infrastructure	\$ 304,835	\$ 12,844	\$ 317,680
PR0136	Paletta Lakefront Park Infrastructure	\$ 26,571	\$ 31,650	\$ 58,221
PR0138	School Playground Improvement Strategy	\$ 1,300	\$ 18,500	\$ 19,800
PR0139	Sheraton Park Infrastructure	\$ 34	\$ -	\$ 34
PR0142	SpencerSmith-Pier&Promenade-Repairs	\$ 11,004	\$ 12,500	\$ 23,504
PR0143	Sports Lighting Relamping Program	\$ 10,117	\$ 30,000	\$ 40,117
PR0145	DesJardines Park Infrastructure	\$ 64,310	\$ 201,100	\$ 265,410
PR0147	Francis Road Bikeway	\$ 22,784	\$ -	\$ 22,784
PR0151	Brada Woods Park Infrastructure	\$ 2,476	\$ -	\$ 2,476
PR0152	Amherst Park Infrastructure	\$ 109,833	\$ 132,500	\$ 242,333
PR0153	Central Park Infrastructure	\$ 132,005	\$ 156,000	\$ 288,005
PR0154	Hidden Valley Park Infrastructure	\$ 7,483	\$ -	\$ 7,483
PR0155	Sherwood and Nelson Park - Bleachers	\$ 9,565	\$ -	\$ 9,565
PR0159	Ireland Park Infrastructure	\$ 128,607	\$ 150,000	\$ 278,607
PR0160	Kiwanis Park Infrastructure	\$ 69,833	\$ 79,000	\$ 148,833
PR0161	Longmoor Park Infrastructure	\$ 1,202	\$ -	\$ 1,202
PR0162	Brant Hills Public School Infrastructure	\$ 66,746	\$ 81,500	\$ 148,246
PR0165	Roly Bird Park Infrastructure	\$ 250	\$ 9,700	\$ 9,950
PR0170	Bromley Park Infrastructure	\$ 1,415	\$ 9,500	\$ 10,915
PR0171	Port Nelson Parkette Infrastructure	\$ 2,377	\$ 7,000	\$ 9,377
PR0172	Leighland Park - Playground	\$ 63,126	\$ 75,000	\$ 138,126
PR0173	Driftwood Park Infrastructure	\$ 250	\$ 9,550	\$ 9,800
PR0174	Elizabeth Gardens Parkette Infrastructure	\$ 250	\$ 9,650	\$ 9,900
PR0178	Mountain Gardens Parkette Infrastructure	\$ 300	\$ 9,700	\$ 10,000
PR0182	Surveying # Multiple Sites	\$ 7,821	\$ 8,238	\$ 16,058
SW0109	Elgin St Promenade Infrastructure	\$ 567,000	\$ 3,260	\$ 570,260
Total		\$ 3,941,308	\$ 5,039,002	\$ 8,980,310

NOTE: \$200,000 transfer to the Strategic Land Acquisition Reserve Fund for financing the land acquisition of General Brock Park.

**City of Burlington
Treasurer's Statement - Public
Benefits Reserve Fund (Section 37)
For The Period January 1, 2020 to
December 31, 2020**

**Appendix C of
F-12-21
Schedule 1**

	Public Benefits Reserve Fund
Balance as of January 1, 2020	<u>\$ 517,051</u>
Revenues	
Development Contributions	800,000
Interest Earned	20,922
Total Revenues	<u>\$ 820,922</u>
Expenditures	
Transfers To/ (From) Capital	(34,393)
Transfer to another RESF	-
Total Expenditures	<u>\$ (34,393)</u>
Balance as of December 31, 2020	<u><u>\$ 1,303,581</u></u>

City of Burlington
Capital Fund Transfers - Public Benefits Reserve Fund (Section 37)
Eligible Services
For The Period January 1, 2020 to December 31, 2020

Appendix C of
F-12-21
Schedule 2

Order No.	Description	(To) / From		
		Public Benefits Reserve Fund	Other Revenue	Total
PR0145	DesJardines Park Infrastructure	34,393	262,017	296,410
Total		\$ 34,393	\$ 262,017	\$ 296,410