



SUBJECT: 2017 Treasurer's Statements for reserve funds

TO: Committee of the Whole

FROM: Finance Department

Report Number: F-15-18

Wards Affected: All

File Numbers: 460-01

Date to Committee: May 7, 2018

Date to Council: May 22, 2018

Recommendation:

Receive and file finance department report F-15-18 providing the 2017 Treasurer's statements for the development charges reserve fund, park dedication reserve fund and public benefits reserve fund.

Purpose:

In accordance with the Development Charges Act, 1997 (DCA) and the city's Development Charges By-law 46-2014, the Treasurer is required to provide Council with an annual financial statement on the development charges reserve funds. Since 2016, in accordance with amendments to the Planning Act, the Treasurer is also required to provide Council with an annual financial statement on the city's park dedication and public benefits reserve funds.

Background and Discussion:

Bill 73 Smart Growth for our Communities Act, 2015

On December 3, 2015, the Province enacted Bill 73, the Smart Growth for Our Communities Act, 2015, which among other matters, made amendments to the financial reporting requirements in the DCA and Planning Act. The reporting requirements are found below in each section.

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 Treasurer's statement to be completed as part of the above requirements is included as Appendix A to this report.

On July 1, 2016, the Province enacted the remaining amendments to the Planning Act introduced by Bill 73, the Smart Growth for Our Communities Act, 2015, which among other matters, made amendments to financial reporting requirements. This report provides Council with the amendments pertaining to section 42 and section 37 of the Planning Act requiring the municipality to provide council with annual financial statements on the city's cash in lieu of park land, known as the park dedication reserve

fund, and increase in height and density, known as the public benefits reserve fund. The amendments and corresponding reporting requirements are found below under their respective sections.

Park Dedication Reserve Fund Statement

The following subsections were added under section 42 of the Planning Act:

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

The following subsections were added under section 37 of the Planning Act:

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 2017 Development Charges Reserve Fund Statement is attached as Appendix A.

- Schedule 1 – Development Charges Reserve Fund Statement
- Schedule 2 – Capital Fund Transfers

The 2017 Park Dedication Reserve Fund Statement is attached as Appendix B.

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

The 2017 Public Benefits Reserve Fund Statement is attached as Appendix C.

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

The 2017 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,

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Appendices: (if none delete section)

- a. The 2017 Development Charges Reserve Fund Statements
 - Schedule 1 – Development Charges Reserve Fund Statement
 - Schedule 2 – Capital Fund Transfers
- b. The 2017 Park Dedication Reserve Fund Statement
 - Schedule 1 – Park Dedication Reserve Fund Statement
 - a. Schedule 2 – Capital Fund Transfers
- c. The 2017 Public Benefits Reserve Fund Statement
 - Schedule 1 – Public Benefits Reserve Fund Statement

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.

City of Burlington

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

For The Period January 1, 2017 to December 31, 2017

Appendix A of F-15-18

Schedule 1

	Growth Studies	Fire Protection	Library	Transit	Transportation	Storm Drainage	Parks & Recreation	Total
Balance as of January 1, 2017	\$ 7,823	\$ 1,238	\$ 35,435	\$ 1,096,282	\$ 12,582,460	\$ 6,208,605	\$ 2,329,482	\$ 22,261,326
Revenues								
Development Charges Collected								
Residential	19,763	20,390	39,839	66,503	2,076,324	193,548	720,550	3,136,916
Non-Residential	31,816	32,135	2,149	105,001	2,855,031	123,550	37,681	3,187,365
Interest Earned	-	-	301	12,616	81,246	51,160	7,302	152,625
Sub-Total	\$ 51,579	\$ 52,525	\$ 42,289	\$ 184,120	\$ 5,012,602	\$ 368,258	\$ 765,532	\$ 6,476,905
Expenditures								
Transfers (To)/ From Capital	-	-	(35,100)	80,113	(166,356)	(444,326)	40,671	(524,998)
Transfers (To)/ From DCRF (Loan Repayment)								
Principal	-	(14,699)	-	-	(617,009)	631,708	-	-
Interest	-	(37,301)	-	-	(36,559)	73,860	-	(0)
Transfers (To)/From Other Reserve Funds	-	-	-	-	(1,000,000)	-	-	(1,000,000)
Sub-Total	\$ -	\$ (52,000)	\$ (35,100)	\$ 80,113	\$ (1,819,924)	\$ 261,242	\$ 40,671	\$ (1,524,998)
Balance as of December 31, 2017*	\$ 59,402	\$ 1,763	\$ 42,624	\$ 1,360,515	\$ 15,775,137	\$ 6,838,106	\$ 3,135,685	\$ 27,213,233

*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, 2017 to December 31, 2017

Appendix A of F-15-18
Schedule 2

Order No.	Description	(To) / From			Total
		Development Charges Reserve Funds	Debenture / Capital Related Reserve Funds	Other Revenue	
Transit					
VN0033	Expansion Conventional Transit	(36,001)	-	-	(36,001)
VN0034	Expansion Handi-Van Vehicles	(44,112)	-	-	(44,112)
Subtotal		\$ (80,113)	\$ -	\$ -	\$ (80,113)
Transportation					
RA0128	Transit Priority Measures	(27,019)	-	(4,317)	(31,337)
RA0161	Waterdown Road (Plains-Masonry) - Land Acquisition	76,285	-	-	76,285
RA0199	Walkers Line at North Service Road	(5,868)	(63,219)	-	(69,087)
RA0206	Harvester Road - South Service Rd to Century	19,631	-	-	19,631
RA0207	Harvester Road Widening from South Service Rd. to Walkers	998	-	-	998
RL0262	Digital Ortho Imagery	1,352	-	5,487	6,839
SW0093	LaSalle Park Road Multi-Use Path	9,820	-	-	9,820
TC0037	Safety Review/Related Improvements (Stop Yield)	11,596	-	-	11,596
TR0036	Bus Stop Locations Upgrade	(22,245)	-	-	(22,245)
TR0037	Transit Shelters	(30,134)	-	8,996	(21,138)
TS0098	New Traffic Signal	(7,017)	(2,945)	-	(9,962)
TS0099	New Traffic Signal	(20,885)	(125,785)	-	(146,670)
TS0101	Intersection Pedestrian Signal	85,503	3,500	-	89,003
TS0105	New Traffic Signal	41,906	6,945	-	48,851
TS0107	Traffic Signals - Minor Improvements/Modifications	32,433	160,785	-	193,218
Subtotal		\$ 166,356	\$ (20,719)	\$ 10,165	\$ 155,803
Storm Drainage					
RL0262	Digital Ortho Imagery	1,113	-	-	1,113
SD0039	Rambo Creek Erosion Control	(5,000)	-	-	(5,000)
SD0058	Watershed Plans Verification and Update	7,544	-	-	7,544
SD0060	Sheldon Creek Drainage Improvements	(1,053)	(26,029)	-	(27,082)
SD0096	Tuck Creek Erosion Control (South Service Rd. to Harvester Rd.)	80,252	(96,000)	-	(15,748)
SD0108	Shoreacres Creek Erosion Control (Millcroft Park Drive to CNR)	(139,637)	-	(155,499)	(295,136)
SD0116	Minor Erosion Control Project	(11,583)	37,000	-	25,417
SD0122	Tuck Creek Erosion Control	429,532	153,200	-	582,732
SD0124	Rambo Creek Retaining Wall Restoration	67,085	75,500	-	142,585
SM0003	Tuck Creek Culvert Upgrade	16,073	1,189,000	-	1,205,073
Subtotal		\$ 444,325	\$ 1,332,671	\$ (155,499)	\$ 1,621,498
Parks & Recreation					
CC0020	Alton Community Centre Construction	(15,996)	(57,043)	-	(73,039)
PD0190	City View Park Construction	(24,888)	(9,978)	(227)	(35,092)
PD0196	City View Park	(287)	-	-	(287)
PD0211	Colin Alton Parkette Construction	500	-	-	500
Subtotal		\$ (40,671)	\$ (67,021)	\$ (227)	\$ (107,918)
Library					
LI0057	Library - Collection Expansion	35,100	3,900	-	39,000
Subtotal		\$ 35,100	\$ 3,900	\$ -	\$ 39,000
Total		\$ 524,998	\$ 1,248,832	\$ (145,560)	\$ 1,628,269

City of Burlington
Treasurer's Statement - Park Dedication
Reserve Fund (PDRF)
For The Period January 1, 2017 to
December 31, 2017

Appendix B of
F-15-18

Schedule 1

	Park
	Dedication
Balance as of January 1, 2017	\$ 16,474,537
Revenues	
Park Dedication Cash-in-Lieu	
Residential	6,111,155
Non-Residential	83,569
Interest Earned	344,279
Sub-Total	\$ 6,539,003
Expenditures	
Transfers (To)/ From Capital	(3,070,700)
Transfers (To)/From Other Reserve Funds	(200,000)
Sub-Total	\$ (3,270,700)
Balance as of December 31, 2017	\$ 19,742,840

City of Burlington
Capital Fund Transfers - Park Dedication Reserve Fund (PDRF)
Eligible Services
For The Period January 1, 2017 to December 31, 2017

Appendix B of F-15-18
Schedule 2

Order No.	Description	(To) / From		
		Park Dedication Reserve Fund	Other Revenue	Total
Parks and Recreation				
PD0174	Park Master Plan Implementation	(4,037)	-	(4,037)
PD0175	Playground Improvements	(48,000)	(130,000)	(178,000)
PD0188	Norton Park Storage	10,983	-	10,983
PD0190	City View Park Infrastructure	(227)	(34,865)	(35,092)
PD0193	Sherwood Forest Master Plan	(1,115)	(355)	(1,470)
PD0194	Community Gardens	35,614	75,000	110,614
PD0201	Bronte Creek Trail Fencing	(10,567)	(15,428)	(25,994)
PD0206	Burloak Waterfront Park	1,562	25,731	27,293
PD0207	Hidden Valley - Implementation of Park	267,045	50,000	317,045
PD0208	Boich Parkette	198,814	164,900	363,714
PD0212	Burloak Park Enhancements Phase 1	120,002	507,345	627,347
PD0218	Bolus Gardens Park Infrastructure	177	319,600	319,777
PL0013	Nelson Pool Construction	1,206,004	67,988	1,273,992
PR0061	Lighting	(540)	-	(540)
PR0068	Park Improvements	(38,600)	(57,400)	(96,000)
PR0074	Hidden Valley Park Infrastructure	(25,553)	-	(25,553)
PR0076	Bayview Leash Free Park	58,290	-	58,290
PR0080	Playground Replacement	12,426	(193,900)	(181,474)
PR0082	Spencer Smith Seawall Repair	(1,064)	(1,199)	(2,264)
PR0084	Palmer Park Sports Lighting	(44,314)	(17,750)	(62,064)
PR0085	Optimist Parks Sports Lighting	(16,006)	(8,319)	(24,325)
PR0089	Ireland Park Infrastructure	(9,120)	243,557	234,437
PR0094	Spencer Smith Park Electrical	(4,254)	(3,132)	(7,386)
PR0096	Brant Hills Drainage	(2,936)	(19,476)	(22,412)
PR0100	Beachway Park Infrastructure	32,937	33,549	66,486
PR0101	Berwick Green Park Infrastructure	40,297	116,200	156,497
PR0103	Clarksdale Park Infrastructure	202,800	106,900	309,700
PR0104	Iroquois Park Infrastructure	203,775	217,000	420,775
PR0105	Infrastructure for Parks	81,412	276,400	357,812
PR0107	Nelson Stadium Infrastructure	150,000	175,000	325,000
PR0108	Palmer Park Infrastructure	63,000	-	63,000
PR0109	Pathfinder Park Infrastructure	1,600	(120,800)	(119,200)
PR0112	Spencer Smith Promenade Lighting	48,000	137,000	185,000
PR0122	Park Infrastructure	33,955	99,083	133,038
PR0123	Sherwood Forest Infrastructure	300,000	757,000	1,057,000
PR0124	Spencer Smith Promenade Ph. 2	67,000	937,059	1,004,059
PR0126	Neighborhood Park Infrastructure	115,500	296,200	411,700
PR0127	Pinemeadow Park Infrastructure	18,920	27,580	46,500
VN0039	Equipment for Sports Fields	6,920	-	6,920
Total		\$ 3,070,700	\$ 4,030,467	\$ 7,101,167

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

City of Burlington
Public Benefits Reserve Fund (Section 37)
For The Period January 1, 2017 to December 31, 2017 **Appendix C of F-15-18**
Schedule 1

Balance as of January 1, 2017	\$	590,000
Revenues		
Development Contributions		100,000
Interest Earned		16,754
	\$	116,754
Expenditures		
Transfers (To)/ From Capital		-
Transfer to another RESF		-
Transactions	\$	-
Balance as of December 31, 2017	\$	706,754