

CITY OF  
GRANDE PRAIRIE

ADMINISTRATIVE REPORT



TO: Greg Scerbak  
City Manager

DATE: November 28, 2011

FROM: Susan Walker  
Finance Manager

SUBJECT: **UNAUDITED FINANCIAL STATEMENTS – SEPTEMBER 30, 2011**

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**RECOMMENDATION**

It is recommended that Council receive for information the unaudited financial statements and schedules for the nine month period ended September 30, 2011.

**BACKGROUND**

The purpose of this report is to present the financial statements and supplementary schedules for the nine month period ended September 30, 2011.

The following financial statements and schedules are provided:

- Operating Revenue and Expenditure Summary
- Statement of Financial Position
- Operating Reserves
- Long Term Debt and Debt Servicing
- Travel Expense Reimbursement to Council

**ANALYSIS**

Operating variances have been reported on Appendix A.

It is anticipated that all other revenues and expenditures will be essentially as per budget.

**SUMMARY/CONCLUSION**

An operating surplus of \$1,750,000.00 is projected for the year ended December 31, 2011. This projected surplus does not include the depreciation expense.

CC: Ken Anderson, CA, MBA  
Chief Financial Officer

City of Grande Prairie  
 Summary of All Programs  
 For the Period Ending September 30, 2011

Description	YTD Actual	YTD Budget	Variance	Annual Forecasted Variance
City Manager	868,013	982,142	114,129	82,000
Council & Intergovernmental Services	2,750,417	2,871,732	121,315	44,000
Corporate Services	5,373,859	6,041,610	667,751	306,000
Fiscal Services	-87,073,233	-85,111,487	1,961,746	2,200,000
Protective Services	19,371,681	19,635,378	263,697	300,000
Public Works	14,627,722	13,958,581	-669,141	-755,000
Community Services	14,488,912	14,659,532	170,620	-427,000
<b>Total Summary of All Programs</b>	<b>-29,592,629</b>	<b>-26,962,512</b>	<b>2,630,117</b>	<b>1,750,000</b>
Depreciation Expense	8,178,376			10,900,000

Note: This report is a net of Revenue and Expenditures.

**THE CITY OF GRANDE PRAIRIE  
FINANCIAL STATEMENT HIGHLIGHTS**

**Appendix A  
(In Thousands)**

<b>City Manager</b>		<b>82</b>
City Manager mainly expenditure savings in salaries & travel	17	
Human Resource mainly expenditure savings in salaries	65	
<b>Council &amp; Intergovernmental Services</b>		<b>44</b>
Council savings in remuneration & branding costs	80	
Marketing & Communication salary savings	35	
Economic Development mainly savings in salaries & consulting	25	
Strategic Services mainly salary savings	47	
Legislative Services salary savings & increased ARB revenue	47	
Environmental Sustainability mainly savings in public relations	10	
Common Services increased legal expenditures	-200	
<b>Corporate Services</b>		<b>306</b>
Accounting Services salary savings	70	
Purchasing salary savings	22	
Assessment & Taxation salary savings	100	
Facilities:		
RCMP Building maintenance savings	10	
Facility Maintenance salary savings due to vacant positions	25	
Forbes Homestead increased maintenance	-1	
Gymniks maintenance savings	20	
Multiplex maintenance savings	50	
Bear Creek Pool increased maintenance	-20	
Dave Barr maintenance savings	5	
Outdoor facilities maintenance savings	15	
Creative Arts Centre decreased maintenance due to renovations	10	
<b>Fiscal Services</b>		<b>2,200</b>
Other Revenue:		
increased tax penalties	500	
increased investment interest revenue	800	
WCB special dividend	300	
Aquaterra additional dividend 2M offset by transfer to FS Reserve 2M	0	
Operating Contingency surplus salary contingency	600	
<b>Protective Services</b>		<b>300</b>
RCMP vacancies	200	
Crime Prevention savings due to delay in start up of neighbourhood association	50	
Enforcement Svc mainly salary savings due to vacancies	50	
<b>Public Works</b>		<b>-755</b>
Public Works Director mainly savings in salaries, travel & subsistence	70	
Snow Removal increased costs due to heavy snowfall at beginning of year	-600	
Gravel Roads maintenance savings	420	
Street Lighting increased electricity costs	-300	
Railway Crossings increased maintenance	-5	
Storm Sewers increased maintenance	-50	
Development Services mainly reduced building permit revenue	-290	
<b>Community Services</b>		<b>-427</b>
Recreation & Community Development mainly salary savings	30	
CSD Building mainly utilities & maintenance savings	40	
Home Support Services salary savings	25	
Parks:		
Cemetery Operation reduced revenue	-50	
Turf Mowing longer mowing season	-30	
Turf Maintenance lower salaries & maintenance costs	150	
Outdoor Recreation delayed rink program due warm fall	60	
Sanitation & Festive Lights cost savings	60	
Weed & Pest Control savings due to wet weather	125	
Leisure Centre will remain open a full year, budget for 3/4 year	-795	
The Beach at Bear Creek cost savings	30	
Dave Barr Arena reduced revenue due to construction	-50	
Coca Cola Centre mainly salary savings	32	
Crystal Centre cost savings	40	
Aquatic & Wellness Multiplex mainly unrealized revenue	-94	

**Total**

**1,750**

**CITY OF GRANDE PRAIRIE  
STATEMENT OF FINANCIAL POSITION  
SEPTEMBER 30, 2011  
(THOUSANDS)**

	<u>SEPT 30 2011</u>	<u>DEC 31 2010</u>
<b>FINANCIAL ASSETS</b>		
Cash & Temporary Investments	183,596,693	157,614,253
Taxes & Grants in Lieu of Taxes	16,004,902	6,822,110
Trade & Other Receivables	5,726,423	7,108,968
Agreements Receivable	14,390,274	14,390,274
Land Held for Resale	1,804,310	1,804,310
Investments	46,364,861	46,364,861
	<u>267,887,463</u>	<u>234,104,776</u>
<b>FINANCIAL LIABILITIES</b>		
Accounts Payable & Accrued Liab	4,319,810	16,263,575
Due to Aquatera Utilities	383,503	383,267
Deferred Revenue	46,518,937	31,869,925
Long-term Debt	137,038,258	121,328,922
	<u>188,260,507</u>	<u>169,845,689</u>
<b>NET FINANCIAL ASSETS</b>	<b>79,626,956</b>	<b>64,259,087</b>
<b>NON FINANCIAL ASSETS</b>		
Inventory for Consumption	586,886	586,467
Prepaid Expenses	228,535	36,114
Tangible Capital Assets	435,852,162	417,939,491
	<u>436,667,583</u>	<u>418,562,073</u>
<b>NET ASSETS</b>	<b>516,294,538</b>	<b>482,821,160</b>
<b>MUNICIPAL EQUITY</b>		
<b>ACCUMULATED SURPLUS</b>	<b>516,294,538</b>	<b>482,821,160</b>

**CITY OF GRANDE PRAIRIE  
OPERATING RESERVES  
SEPTEMBER 30, 2011**

	BALANCE DEC 31/10	TRANSFER TO RESTRICTED FUND	OTHER ADDITIONS	SUB TOTAL ADDITIONS	REDUCTIONS	BALANCE SEPT 30/11
Fleet Management System	7,459,092	111,886	425,000	536,886	470,079	7,525,899
Engineering Fund	461,520	6,923	0	6,923	77,271	391,172
Winter Stabilization	2,578,984	38,685	0	38,685	0	2,617,669
Redevelopment Levy	28,226	423	0	423	0	28,649
Transit	3,759,899	56,399	0	56,399	100,860	3,715,438
Cemetery Perpetual Care	1,045,554	15,683	13,880	29,563	0	1,075,117
Land Equalization	341,738	5,126	0	5,126	74,660	272,204
Public Housing Commission	242,523	3,638	200,000	203,638	0	446,161
Urban Park	203,980	3,060	0	3,060	75,000	132,040
Fire Dept Equipment Replacement	582,660	8,741	140,791	149,532	132,840	599,352
RCMP Detachment Reserve	556,794	8,352	0	8,352	0	565,146
Geographic Information Systems	339,889	5,098	0	5,099	136,053	208,934
Facility Depreciation	4,347,306	0	3,570,644	3,570,644	2,617,138	5,300,812
Public Reserve	1,498,029	22,470	0	22,470	569,416	951,084
Information Technology	5,488,712	82,331	0	82,331	4,781,881	789,162
Paving Levies	33,408	501	0	501	0	33,909
Transportation System Levy	9,878,730	148,181	0	148,181	5,423,960	4,602,951
Aquatics Centre Reserve	2,073,168	31,098	0	31,098	2,073,168	31,098
Future Capital Expenditure	9,251,832	0	0	0	8,832,436	419,396
Financial Stabilization	5,859,973	0	896,427	896,427	32,397	6,724,003
	<u>56,032,017</u>	<u>548,595</u>	<u>5,246,742</u>	<u>5,795,338</u>	<u>25,397,159</u>	<u>\$36,430,196</u>

Long-Term Debt and Debt Servicing  
For the Quarter Ended  
September 30, 2011

		<u>Actual</u>
Opening Balance:	June 30, 2011	124,945,542
Less:		
Principal portion of debt payments		-2,124,434
Plus:		
Additional debt taken		14,217,150
Ending Balance:	September 30, 2011	<u>137,038,258</u>
Interest paid on Long-Term Debt		<u>1,968,203</u>
July 1, 2011 - September 30, 2011		<u>1,968,203</u>

**Contribution Room**

Legal Debt Limit:	December 31, 2010	193,865,075
Ending Balance:	September 30, 2011	137,038,258
Remaining Debt Limit		<u>56,826,817</u>

CITY OF GRANDE PRAIRIE  
TRAVEL EXPENSE REIMBURSEMENT TO COUNCIL  
AS AT SEPTEMBER 30, 2011

COUNCIL MEMBER	TOTAL PAYMENT
GIVEN, BILL	3,947.22
CROKEN, JOHN	10,458.15
GUSTAFSON, ALEX	1,334.32
MCLEAN, KEVIN	4,967.69
MUNROE, JUSTIN	7,024.96
O'TOOLE, KEVIN	5,870.99
RADBOURNE, LORNE	5,010.46
RICE, HELEN	4,219.28
WONG, DAN	4,819.36
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	<u>47,652.43</u>

NB

This schedule includes travel, subsistence, accommodation and registration fees paid either to, or on behalf of, each councillor.