

**CITY OF  
GRANDE PRAIRIE**

**ADMINISTRATIVE REPORT**

**TO:** Greg Scerbak  
City Manager

**DATE:** August 7, 2013

**FROM:** Saulene Duthie  
Assistant Manager- Finance

**SUBJECT:** **UNAUDITED FINANCIAL STATEMENTS – JUNE 30, 2013**

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**RECOMMENDATION**

It is recommended that Committee receive for information the unaudited financial statements and schedules for the six month period ended June 30, 2013.

**BACKGROUND**

The purpose of this report is to present the financial statements and supplementary schedules for the six month period ended June 30, 2013.

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 \$3,100,000 is projected for the year ended December 31, 2013. 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 June 30, 2013**

<b>Description</b>	<b>YTD Actuals</b>	<b>YTD Budget</b>	<b>Variance</b>	<b>Annual Forecasted Variance</b>
<b>City Manager</b>	676,653	735,512	58,859	35,000
<b>Community Growth</b>	2,150,473	2,592,602	442,129	(700,000)
<b>Community Living</b>	11,667,699	12,177,778	510,079	1,270,000
<b>Community Safety</b>	20,631,910	22,501,708	1,869,798	1,575,000
<b>Corporate Services</b>	4,894,086	6,593,616	1,699,530	750,000
<b>Fiscal Services</b>	(94,294,856)	(93,235,456)	1,059,400	170,000
<b>Total Summary of All Programs</b>	<u>(54,274,036)</u>	<u>(48,634,240)</u>	<u>5,639,796</u>	<u>3,100,000</u>
<b>Depreciation Expense</b>	7,914,000			15,828,000

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

City of Grande Prairie  
 Financial Statement Highlights  
 30-Jun-13

Appendix A  
 (In Thousands)

<b>City Manager</b>		<b>35</b>
Salary Savings- Vacant position in HR	30	
General savings	5	
<b>Community Growth</b>		<b>(700)</b>
Community Growth, Marketing, and Strat Serv.- Salary savings	95	
Devel. Services- Reduced fees from commercial projects, increased consultant fees, and unbudgeted severance costs	(1,000)	
Crystal Center- Mainly due to Salary savings and large savings in Natural Gas	200	
General Savings in all Departments	5	
<b>Community Living</b>		<b>1,270</b>
Transit contracted wage savings	100	
Montrose Cultural Center- Salary deficit, and high exp. of security, electricity,	(165)	
Heritage Resources- Salary, building, and computer savings	70	
Community Rec & Sports + Culture- Salary savings	70	
Parks Admin (and Parks General)- Salary savings	160	
The Leisure Center- Salary savings, utilities, nat gas and electricity savings	550	
Coca Cola Center- Decreased Revenue (-100K), Nat gas savings (400K), Salaries savings(150)	450	
Eastlink- Increased Revenues coupled with increased salaries + increased security	(100)	
FCSS Facilities- Utilities & Nat. gas savings	10	
FCSS Home Support- Salary savings	20	
General Savings in all Departments	105	
<b>Community Safety</b>		<b>1,575</b>
Increased revenue RCMP & Enforcement	1,700	
Fire Department shortfall - Retirement and severance pkg, overtime due to short staff	(270)	
Community Safety - Salary shortage due to retirement exp.	(100)	
Common services +Engineering- Salary savings	70	
Engineering- Increased revenue due to increase application fees+ plan sales	100	
Street Lighting- Savings on Electricity	75	
<b>Corporate Services</b>		<b>750</b>
Legislative- Salary savings	100	
Accounting Services- Mostly salary savings	70	
IT- Decreased expenditures	200	
Common Services- Increased insurance proceeds	100	
Assessment- Increased Revenue due to increased Tax searches	50	

Facilities- Salary savings	100
Service center- Utility savings	120
General savings in all Departments	10

**Fiscal Services**

Increased Concession and francise revenue, increased return on investments	170
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**170**

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**3,100**

**CITY OF GRANDE PRAIRIE**  
**STATEMENT OF FINANCIAL POSITION**  
**June 30, 2013**  
**(THOUSANDS)**

	<u>June 30</u> <u>2013</u>	<u>DEC 31</u> <u>2012</u>
<b>FINANCIAL ASSETS</b>		
Cash & Temporary Investments	366,724,515	315,029,793
Taxes & Grants in Lieu of Taxes	35,034,951	3,363,691
Trade & Other Receivables	6,851,642	9,031,282
Agreements Receivable	11,192,791	11,192,791
Land Held for Resale	629,100	629,100
Investments	52,354,554	52,354,554
	<u>472,787,553</u>	<u>391,601,211</u>
<b>FINANCIAL LIABILITIES</b>		
Accounts Payable & Accrued Liab	8,686,858	15,033,732
Due to Aquatera Utilities	0	0
Deferred Revenue	35,826,917	25,897,174
Long-term Debt	139,930,045	143,483,234
	<u>184,443,819</u>	<u>184,414,140</u>
<b>NET FINANCIAL ASSETS</b>	<b>288,343,733</b>	<b>207,187,071</b>
<b>NON FINANCIAL ASSETS</b>		
Inventory for Consumption	583,634	579,074
Prepaid Expenses	862,659	93,727
Tangible Capital Assets	491,191,904	486,111,460
	<u>492,638,197</u>	<u>486,784,261</u>
<b>NET ASSETS</b>	<b>780,981,930</b>	<b>693,971,332</b>
<b>MUNICIPAL EQUITY</b>		
<b>ACCUMULATED SURPLUS</b>	<b>780,981,930</b>	<b>693,971,332</b>

**CITY OF GRANDE PRAIRIE  
OPERATING RESERVES  
June 30, 2013**

	BALANCE DEC 31/12	TRANSFER TO RESTRICTED FUND	OTHER ADDITIONS	SUB TOTAL ADDITIONS	REDUCTIONS	BALANCE June 30, 2013
Fleet Management System	12,371,032	56,978	425,000	481,978	0	12,853,010
Winter Stabilization	2,846,630	13,111	0	13,111	0	2,859,741
Cemetery Perpetual Care	1,562,559	7,197	19,040	26,237	0	1,588,796
Public Housing Commission	372,817	1,717	0	1,717	0	374,534
Fire Dept Equipment Replacemen	795,542	3,664	93,361	97,026	0	892,567
RCMP Detachment Reserve	279,191	1,286	0	1,286	0	280,477
Facility Renewal Reserve	3,717,967	17,124	8,393,451	8,410,575	5,726,769	6,401,773
Public Reserve	412,933	1,902	0	1,902	240,000	174,835
Transportation System Levy	8,780,823	42,859	1,744,081	1,786,940	476,046	10,091,717
Future Capital Expenditure	4,710,538	20,550	4,795,529	4,816,079	1,408,189	8,118,428
Financial Stabilization	8,522,084	39,250	1,429,415	1,468,665	100,000	9,890,749
Pinnacle Ridge Special Tax	12,635	58	0	58	0	12,693
	<b>\$44,384,751</b>	<b>\$205,696</b>	<b>\$16,899,877</b>	<b>\$17,105,573</b>	<b>\$7,951,004</b>	<b>\$53,539,320</b>

**Long-Term Debt and Debt Servicing  
For the Quarter Ended  
June 30, 2013**

		<u>Actual</u>
Opening Balance:	March 31, 2013	141,599,808
Less:		
Principal portion of debt payments		-1,669,860
Plus:		
Additional debt taken		0
Ending Balance:	June 30, 2013	<u>139,929,948</u>
Interest paid on Long-Term Debt		<u>1,254,265</u>
April 1, 2013 - June 30, 2013		<u>1,254,265</u>

**Contribution Room**

Legal Debt Limit:	December 31, 2012	223,851,789
Ending Balance:	June 30, 2013	139,929,948
Remaining Debt Limit		<u>83,921,841</u>

**CITY OF GRANDE PRAIRIE  
TRAVEL EXPENSE REIMBURSEMENT TO COUNCIL  
AS AT June 30, 2013**

<b>COUNCIL MEMBER</b>	<b>Mandatory and City Business Expenditures</b>	<b>Discretionary Expenditures</b>	<b>Events on Behalf of the Mayor</b>	<b>TOTAL</b>
GIVEN, BILL	10,532.25	2,614.75		13,147.00
CROKEN, JOHN	4,797.24	2,920.75	600.00	8,317.99
GUSTAFSON, ALEX	150.00	397.32		547.32
MCLEAN, KEVIN	5,337.94	2,522.43		7,860.37
MUNROE, JUSTIN	262.06	1,865.24		2,127.30
O'TOOLE, KEVIN	3,764.34	3,077.57		6,841.91
RADBOURNE, LORNE	3,783.13	1,190.36	400.00	5,373.49
RICE, HELEN	3,473.40	1,736.47	200.00	5,409.87
WONG, DAN	3,392.89	2,294.59	200.00	5,887.48
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	35,493.25	18,619.48	1,400.00	55,512.73

**Notes:**

Mandatory & City Business column includes travel, subsistence, and accommodations

Discretionary Expenditures column includes per diems & public relations