

**CITY OF  
GRANDE PRAIRIE**

**ADMINISTRATIVE REPORT**

**TO:** Greg Scerbak  
City Manager

**DATE:** May 14, 2013

**FROM:** Susan Walker  
Finance Manager

**SUBJECT: UNAUDITED FINANCIAL STATEMENTS – MARCH 31, 2013**

---

**RECOMMENDATION**

It is recommended that Committee receive for information the unaudited financial statements and schedules for the three month period ended March 31, 2013.

**BACKGROUND**

The purpose of this report is to present the financial statements and supplementary schedules for the three month period ended March 31, 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 \$414,000 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 March 31, 2013**

| Description                          | YTD<br>Actual     | YTD<br>Budget     | Variance         | Annual<br>Forecasted<br>Variance |
|--------------------------------------|-------------------|-------------------|------------------|----------------------------------|
| <b>City Manager</b>                  | 324,255           | 350,210           | 25,955           | 0                                |
| <b>Community Growth</b>              | 1,500,988         | 1,265,037         | -235,951         | -473,000                         |
| <b>Community Living</b>              | 5,748,586         | 5,979,955         | 231,369          | 587,000                          |
| <b>Community Safety</b>              | 10,278,202        | 10,827,704        | 549,502          | 250,000                          |
| <b>Corporate Services</b>            | 2,356,878         | 2,998,866         | 641,988          | 50,000                           |
| <b>Fiscal Services</b>               | 15,575,086        | 15,634,553        | 59,467           | 0                                |
| <b>Total Summary of All Programs</b> | <u>35,783,995</u> | <u>37,056,325</u> | <u>1,272,330</u> | <u>414,000</u>                   |
| <b>Depreciation Expense</b>          | 3,957,000         |                   |                  | 15,828,000                       |

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

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

**Appendix A  
(In Thousands)**

|   |      |                   |
|---|------|-------------------|
| <b>Community Growth</b>   |      | <b>-473</b>       |
| Strategic Services salary savings   | 27   |                   |
| Development Services reduced commercial building permit activity                    | -500 |                   |
| <b>Community Living</b>   |      | <b>587</b>        |
| Community Recreation salary savings   | 15   |                   |
| Leisure Centre savings due to closure for renovations                               | 550  |                   |
| Eastlink increased membership revenue offset by increased salaries & security costs | 22   |                   |
| <b>Community Safety</b>   |      | <b>250</b>        |
| Enforcement Svc increased photo radar revenue                                       | 100  |                   |
| Engineering Services salary savings due to vacancies                                | 150  |                   |
| <b>Corporate Services</b>   |      | <b>50</b>         |
| Accounting Services salary savings due to vacancies                                 | 50   |                   |
|   |      | <u><u>414</u></u> |

**CITY OF GRANDE PRAIRIE  
STATEMENT OF FINANCIAL POSITION  
March 31, 2013  
(THOUSANDS)**

|                                 | <u>March 31<br/>2013</u> | <u>DEC 31<br/>2012</u> |
|---------------------------------|--------------------------|------------------------|
| <b>FINANCIAL ASSETS</b>         |                          |                        |
| Cash & Temporary Investments    | 310,814,271              | 315,029,793            |
| Taxes & Grants in Lieu of Taxes | -5,868,471               | 3,363,691              |
| Trade & Other Receivables       | 5,972,265                | 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>375,094,511</u>       | <u>391,601,211</u>     |
| <b>FINANCIAL LIABILITIES</b>    |                          |                        |
| Accounts Payable & Accrued Liab | 10,841,963               | 15,033,732             |
| Due to Aquatera Utilities       | 0                        | 0                      |
| Deferred Revenue                | 25,388,841               | 25,897,174             |
| Long-term Debt                  | 141,599,905              | 143,483,234            |
|                                 | <u>177,830,709</u>       | <u>184,414,140</u>     |
| <b>NET FINANCIAL ASSETS</b>     | <b>197,263,802</b>       | <b>207,187,071</b>     |
| <b>NON FINANCIAL ASSETS</b>     |                          |                        |
| Inventory for Consumption       | 567,995                  | 579,074                |
| Prepaid Expenses                | 1,061,964                | 93,727                 |
| Tangible Capital Assets         | 490,864,949              | 486,111,460            |
|                                 | <u>492,494,908</u>       | <u>486,784,261</u>     |
| <b>NET ASSETS</b>               | <b>689,758,710</b>       | <b>693,971,332</b>     |
| <b>MUNICIPAL EQUITY</b>         |                          |                        |
| <b>ACCUMULATED SURPLUS</b>      | <b>689,758,710</b>       | <b>693,971,332</b>     |

**CITY OF GRANDE PRAIRIE  
OPERATING RESERVES**

March 31, 2013

|                                 | BALANCE<br>DEC 31/12 | TRANSFER TO<br>RESTRICTED<br>FUND | OTHER<br>ADDITIONS  | SUB TOTAL<br>ADDITIONS | REDUCTIONS         | BALANCE<br>Mar 31, 2013 |
|---------------------------------|----------------------|-----------------------------------|---------------------|------------------------|--------------------|-------------------------|
| Fleet Management System         | 12,371,032           | 28,489                            | 0                   | 0                      | 0                  | 12,399,521              |
| Winter Stabilization            | 2,846,630            | 6,555                             | 0                   | 6,555                  | 0                  | 2,853,185               |
| Cemetery Perpetual Care         | 1,562,559            | 3,598                             | 7,390               | 10,988                 | 0                  | 1,573,547               |
| Public Housing Commission       | 372,817              | 859                               | 0                   | 859                    | 0                  | 373,676                 |
| Fire Dept Equipment Replacement | 795,542              | 1,832                             | 46,680              | 48,513                 | 0                  | 844,054                 |
| RCMP Detachment Reserve         | 279,191              | 643                               | 0                   | 643                    | 0                  | 279,834                 |
| Facility Renewal Reserve        | 3,717,967            | 8,562                             | 8,393,451           | 8,402,013              | 5,726,769          | 6,393,211               |
| Public Reserve                  | 412,933              | 951                               | 0                   | 951                    | 240,000            | 173,884                 |
| Transportation System Levy      | 8,780,823            | 21,430                            | 1,744,081           | 1,765,510              | 476,046            | 10,070,287              |
| Future Capital Expenditure      | 4,710,538            | 10,275                            | 4,495,529           | 4,505,804              | 1,397,583          | 7,818,759               |
| Financial Stabilization         | 8,522,084            | 19,625                            | 1,429,415           | 1,449,040              | 100,000            | 9,871,124               |
| Pinnacle Ridge Special Tax      | 12,635               | 29                                | 0                   | 29                     | 0                  | 12,664                  |
|                                 | <u>\$44,384,751</u>  | <u>\$102,848</u>                  | <u>\$16,116,546</u> | <u>\$16,190,905</u>    | <u>\$7,940,398</u> | <u>\$52,663,746</u>     |

**Long-Term Debt and Debt Servicing  
For the Quarter Ended  
March 31, 2013**

|                                    |                   | <u>Actual</u>      |
|------------------------------------|-------------------|--------------------|
| Opening Balance:                   | December 31, 2012 | 143,483,234        |
| Less:                              |                   |                    |
| Principal portion of debt payments |                   | -1,883,329         |
| Plus:                              |                   |                    |
| Additional debt taken              |                   | 0                  |
| Ending Balance:                    | March 31, 2013    | <u>141,599,905</u> |
| Interest paid on Long-Term Debt    |                   | <u>1,967,015</u>   |
| January 1, 2013 - March 31, 2013   |                   | <u>1,967,015</u>   |

**Contribution Room**

|                      |                   |                   |
|----------------------|-------------------|-------------------|
| Legal Debt Limit:    | December 31, 2012 | 223,851,789       |
| Ending Balance:      | March 31, 2013    | 141,599,905       |
| Remaining Debt Limit |                   | <u>82,251,884</u> |

CITY OF GRANDE PRAIRIE  
TRAVEL EXPENSE REIMBURSEMENT TO COUNCIL  
AS AT MARCH 31, 2013

| COUNCIL MEMBER   | Mandatory and<br>City Business<br>Expenditures | Discretionary<br>Expenditures | Events on<br>Behalf of<br>the Mayor | TOTAL            |
|------------------|--|-------------------------------|-------------------------------------|------------------|
| GIVEN, BILL      | 6,871.79                                       | 1,393.60                      |                                     | 8,265.39         |
| CROKEN, JOHN     | 2,718.01                                       | 2,431.00                      | 400.00                              | 5,549.01         |
| GUSTAFSON, ALEX  | 150.00   | 715.00                        |                                     | 865.00           |
| MCLEAN, KEVIN    | 3,124.84                                       | 1,882.41                      |                                     | 5,007.25         |
| MUNROE, JUSTIN   | 262.06   | 780.27                        |                                     | 1,042.33         |
| O'TOOLE, KEVIN   | 2,808.54                                       | 1,783.60                      |                                     | 4,592.14         |
| RADBOURNE, LORNE | 1,530.06                                       | 503.11                        |                                     | 2,033.17         |
| RICE, HELEN      | 2,152.24                                       | 1,074.79                      |                                     | 3,227.03         |
| WONG, DAN        | 2,654.30                                       | 1,274.52                      |                                     | 3,928.82         |
|                  | <u>22,271.84</u>                               | <u>11,838.30</u>              | <u>400.00</u>                       | <u>34,510.14</u> |

Notes:

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

Discretionary Expenditures column includes per diems & public relations