



City of Grande Prairie 2020 **Q2 Financial Report**

August 2020

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Unconsolidated Statement of Financial Position

For the Period Ending June 30, 2020

	Period Ending June 30, 2020	Period Ending June 30, 2019	Year Ending December 31, 2019
	(unaudited)	(unaudited)	(unaudited)
Financial Assets			
Cash and Cash Equivalents	\$25,135,419	\$48,459,857	\$14,882,477
Accounts Receivable	\$5,192,105	\$4,342,619	\$11,491,012
Taxes and Grants in Lieu of Taxes	\$98,236,480	\$50,971,714	\$7,511,163
Land Held for Sale	\$606,250	\$752,300	\$606,250
Agreements Receivable	\$16,575,345	\$17,551,461	\$16,584,468
Portfolio Investments	\$118,859,361	\$129,869,518	\$138,030,177
Investment in Government Business Enterprise	\$108,517,010	\$102,171,162	\$108,517,010
	\$373,121,969	\$354,118,631	\$297,622,557
Financial Liabilities			
Accounts Payable and Accrued Liabilities	\$21,000,704	\$14,957,338	\$20,587,951
Requisition Payable	\$16,754,610	\$14,357,767	-
Trust Accounts	\$1,964,929	\$2,169,191	\$1,964,929
Deferred Revenue	\$57,176,447	\$54,996,741	\$63,674,228
Long Term Debt	\$128,518,975	\$135,994,859	\$132,371,803
	\$225,415,665	\$222,475,896	\$218,598,911

Net Financial Assets	\$147,706,304	\$131,642,735	\$79,023,647
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Non-Financial Assets			
Tangible Capital Assets	\$640,260,324	\$626,779,389	\$643,734,375
Inventories of Supplies	\$775,199	\$839,249	\$727,957
Prepaid Expenses	\$756,326	\$541,877	\$601,703
	\$641,791,849	\$628,160,515	\$645,064,034

Accumulated Surplus	\$789,498,153	\$759,803,250	\$724,087,680
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Unconsolidated Statement of Operations by Object

For the Period Ending June 30, 2020

	Period Ending June 30, 2020	Period Ending June 30, 2019	Year Ending December 31, 2019
	(unaudited)	(unaudited)	(unaudited)
Revenues			
Net Municipal Taxes	\$118,831,688	\$116,827,502	\$115,798,133
User Fees and Sale of Goods	\$3,890,363	\$6,528,017	\$13,292,153
Operating Government Transfers	\$4,894,980	\$3,383,962	\$12,657,177
Interest and Investment Earnings	\$3,507,946	\$2,176,529	\$7,023,705
Penalties and Cost of Taxes	\$441,517	\$950,908	\$2,047,603
Franchise Fees	\$5,596,027	\$5,262,399	\$12,774,515
Fines, Rentals, Licenses and Permits	\$5,207,314	\$6,715,547	\$12,427,787
Transfers from Other Organizations	\$108,230	\$41,560	\$169,005
Other Operating Revenues	\$1,457,600	\$1,632,335	\$3,341,371
	\$143,935,664	\$143,518,759	\$179,531,449
Expenditures			
Salaries, Wages and Benefits	\$37,593,371	\$40,116,248	\$87,632,211
Contracted and General Services	\$15,119,460	\$14,653,812	\$32,426,279
Materials, Goods and Utilities	\$8,828,273	\$8,998,691	\$19,877,344
Provision for Allowances	\$9,614	\$433	\$915,642
Transfers to Other Organizations	\$7,305,687	\$7,768,338	\$13,590,207
Bank Charges and Short Term Interest	\$76,042	\$98,106	\$192,121
Interest on Long Term Debt	\$1,342,918	\$1,564,775	\$9,532,132
Amortization	\$12,623,015	\$12,750,277	\$25,500,554
	\$82,898,381	\$85,950,679	\$189,666,489
Annual Surplus (Deficit) Before Other Items	\$61,037,284	\$57,568,080	(\$10,135,039)
Other Items			
Contributed Tangible Capital Assets	-	-	\$16,094,124
Capital Government Transfers	\$4,038,148	\$6,537,637	\$16,428,172
Developer Levies	\$335,041	\$361,683	\$772,770
Gain (Loss) on Disposal of Tangible Capital Assets	-	\$54,477	(\$699,628)
Increase in Investment in Government Business Enterprise	-	-	\$6,345,908
	\$4,373,189	\$6,953,798	\$38,941,347
Annual Surplus	\$65,410,472	\$64,521,877	\$28,806,307
Accumulated Surplus at Beginning of Year	\$724,087,680	\$695,281,373	\$695,281,373
Accumulated Surplus at End of Year	\$789,498,153	\$759,803,250	\$724,087,680

Operating Variances

For the Period Ending June 30, 2020

Area	Description	Total
City Manager		
Council/Legislative General	Less spending on conferences, travel, meetings and general expenses.	\$28,000
City Manager	Less spending on conferences, travel, meetings and general expenses.	\$56,000
City Clerk	Additional appeal revenue than budget, paired with vacancy savings.	\$40,000
Other	Small savings in legal and risk management due to less travel and general spending.	\$16,000
Community Services		
Director	Savings from vacancy and less spending in general.	\$103,000
Community Knowledge Campus	Although significant loss of revenue in all operating programs; layoffs, redeployments and savings in utilities, supplies, travel, and general spending have been greater, resulting in a net surplus by year end.	\$514,000
Events & Entertainment	Significant revenue losses with closure of dayhomes and facilities due to COVID, offset with layoffs and redeployments, as well as general savings in spending, however still anticipating a net deficit by year end.	(\$234,000)
Fleet	Savings anticipated due to staff vacancies and lower fuel prices.	\$594,000
Corporate Facility Management	Savings due to less issues than budgeted, paired with vacancy savings and less general spending.	\$350,000
Sports, Development, Wellness & Culture	Revenue losses have been recovered by vacancy savings, redeployments, layoffs and turnover savings. Less activity also allowed for general operating expense savings.	\$712,000
Transit & Accessible Transit	Transit operations are anticipating a significant loss due to lost revenue, net with salary savings and savings from lower service levels required within accessible transportation during COVID.	(\$36,000)
Corporate Services		
Director	Vacancy savings, as well as less general spending on travel, and supplies.	\$129,000
Corporate Efficiency & Strategic Initiatives	Savings due to vacancies, less general spending on travel, contracts and supplies.	\$171,000
Marketing	Advertising revenue losses with the closure of facilities during COVID, net with salary savings from department restructure and less general spending.	(\$189,000)
Assessment & Taxation	Revenue losses due to slower real estate market have net with vacancy savings and less general spending.	\$82,000
Financial Management	Vacancy savings and less general spending on travel and supplies.	\$194,000
Human Resources	Vacancy savings, net with additional legal costs than budget from redeployments and layoffs during the year.	\$171,000
GIS & ITS	Vacancy savings, paired with general savings in travel, other professional services, and supplies.	\$429,000
Procurement	Utility savings at City Hall, as well as less general spending.	\$55,000
Fiscal Services		
Fiscal Services	Less penalty revenue due to elimination of July and August penalties, franchise fees trending lower than budgeted, offset partially by investment revenue, 2019 restructure savings.	(\$645,000)
Infrastructure & Economic Development		
Director	Small savings in salary compared to budget and general expenses.	\$10,000
Economic Development	Vacancy savings in first quarter, paired with redeployment to GPREP support.	\$82,000
Energy Management & Environmental	Vacancy savings, redeployment to GPREP, and less programming/general expense costs.	\$63,000
Engineering Services	Additional subdivision fee and servicing agreement fee revenue, as well as vacancy savings and layoff savings.	\$201,000
Inspection Services	Significantly less revenue than budget due to projects cancelled and postponed, net with vacancy savings and less general spending.	(\$258,000)
Planning & Development	Significant salary savings due to vacancies and redeployments to GPREP, net with lost revenue in most revenue streams.	\$312,000
Parks	Savings in vehicle rental costs, vacancy savings, redeployments and less seasonal staff hired than planned.	\$341,000
Transportation	Vacancy savings and less overtime costs, as well as general savings in travel and supplies.	\$277,000
Protective and Social Services		
Director	Salary savings due to redeployment to GPREP.	\$39,000
Community Social Development	Salary savings due to vacancies, turnover and redeployments, paired with less general spending.	\$279,000
Emergency & Disaster Planning	Unbudgeted COVID response costs	(\$1,894,000)
Enforcement Services	Revenue losses for decreased traffic enforcement and no parking ticket or meter revenue, net with salary savings from vacancies and turnover. Reduction in traffic enforcement also reduced contract expense with Global.	(\$1,842,000)
Fire Department	Additional revenue than budget for land lines and insurance proceeds, as well as salary savings for redeployment to GPREP and LTD covered by WCB.	\$370,000
RCMP	On target with budget by year end.	\$5,000
Total Operating Surplus		\$525,000

Salary Variances

For the Period Ending June 30, 2020

	Actual to Date	Budget to Date	Variance to Date
Salaries	\$29,795,565	\$31,877,992	\$2,321,475
Benefits	\$6,915,009	\$7,762,164	\$847,155
Elected Officials Salaries	\$303,485	\$284,093	(\$19,392)
Per Diem	\$5,700	\$17,498	\$11,798
Overtime	\$573,612	\$756,748	\$183,136
	\$37,593,371	\$40,698,495	\$3,344,171

	Annual Forecast	Annual Budget	Annual Variance
Salaries	\$64,192,423	\$70,171,917	\$5,979,494
Benefits	\$15,256,846	\$16,837,806	\$1,580,960
Elected Officials Salaries	\$608,047	\$568,169	(\$39,878)
Per Diem	\$30,000	\$35,000	\$5,000
Overtime	\$1,498,333	\$1,644,288	\$145,955
	\$81,585,648	\$89,257,180	\$7,671,532

Unconsolidated Supplemental Breakdown of Accumulated Surplus

For the Period Ending June 30, 2020

	Opening Balance 2019	Additions 2020	Reductions 2020	Closing Balance June 30, 2020
	(unaudited)	(unaudited)	(unaudited)	(unaudited)
Unrestricted Surplus	\$25,188,700	\$93,571,010	(\$21,599,693)	\$97,160,017

Restricted Surplus				
Cemetery Perpetual Care	\$3,197,329	\$48,569	-	\$3,245,897
Facility Renewal	\$3,696,044	\$3,572,809	(\$5,153,812)	\$2,115,041
Financial Stabilization	\$14,041,395	\$2,448,571	-	\$16,489,966
Fleet Reserve	\$12,779,733	\$1,838,756	(\$4,644,122)	\$9,974,367
Future Expenditures	\$17,476,120	\$170,177	(\$5,577,588)	\$12,068,709
Pinnacle Ridge Special Tax	\$22,985	\$230	-	\$23,215
Public Art	\$94,367	\$39,694	-	\$134,060
Public Housing	\$260,887	\$2,609	-	\$263,496
Public Reserve	\$2,950,483	\$29,505	-	\$2,979,988
Transportation System Levy	\$8,106,566	\$456,107	(\$162,000)	\$8,400,673
	\$62,625,908	\$8,607,026	(\$15,537,523)	\$55,695,412

Equity in Investments	\$108,517,010	-	-	\$108,517,010
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Equity in Tangible Capital Assets	\$527,756,062	\$12,992,668	(\$12,623,015)	\$528,125,715
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Total Accumulated Surplus	\$724,087,680	\$115,170,703	(\$49,760,231)	\$789,498,153
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Summary of Capital Projects

For the Period Ending June 30, 2020

	Opening Balance	Approved Capital Budget & Grants	YTD Expenditures	Transfers within Capital Projects	Surplus Funds to Reserves	Closing Balance
Community Services						
Community Knowledge Campus	\$752,484	\$437,000	(\$143,763)	-	-	\$1,045,721
Events & Entertainment	\$505,121	\$441,234	(\$61,234)	-	-	\$885,121
Corporate Facilities Management	\$5,943,991	\$5,106,000	(\$690,207)	\$150,000	-	\$10,509,784
Fleet	-	\$4,644,122	(\$3,658,214)	-	-	\$985,908
Sports Dev., Wellness & Culture	-	\$626,750	(\$216,750)	-	-	\$410,000
Transit	\$4,516,777	\$210,694	(\$2,488,167)	-	-	\$2,239,304
Corporate Services						
GIS & ITS	\$4,960,947	\$815,571	(\$1,333,035)	-	-	\$4,443,483
Corporate Efficiency & Strategic Initiatives	\$450,282	\$50,000	(\$6,891)	-	-	\$493,391
Infrastructure & Economic Development						
Economic Development	\$2,099,538	\$1,541,000	(\$188,146)	-	-	\$3,452,392
Energy & Environmental Services	-	\$20,000	(\$6,900)	-	-	\$13,100
Engineering	\$33,475,424	\$27,199,336	(\$1,327,560)	-	-	\$59,347,200
Parks	\$842,103	\$563,750	(\$148,508)	(\$150,000)	-	\$1,107,345
Planning & Development	\$472,763	\$75,000	(\$29,406)	-	-	\$518,357
Transportation	\$48,500	-	-	-	-	\$48,500
Protective & Social Services						
Community Social Development	\$175,934	\$1,324,066	(\$989,686)	-	-	\$510,314
Enforcement Services	\$44,676	\$348,324	-	-	-	\$393,000
Fire Department	\$1,215,364	\$791,200	(\$1,139,133)	-	-	\$867,431
GPREP	\$166,433	-	-	-	-	\$166,433
Total Capital Projects	\$55,670,336	\$44,194,047	(\$12,427,600)	-	-	\$87,436,783

Note: Transfer within capital projects relates to one capital project moving between departments.

Reconciliation of Capital Projects by Funding Source

For the Period Ending June 30, 2020

Breakdown of Capital Project Carryforward by Funding Source	
Capital Tax Levied	\$24,552,015
Reserve Funded Projects	\$13,750,464
Grant Funded Projects	\$2,666,512
Municipal Sustainability Initiative	\$35,379,531
Federal Gas Tax	\$11,088,261
Total Funding within Capital Projects	\$87,436,783

Supplemental Breakdown of Capital Funding Carryforward	
Grant Funded Projects	
Allocated Funding Included in Capital Projects Carryforward <i>(by Department)</i>	
Transit - GTRIP/PTIF Funding	\$2,045,171
Engineering - Alberta Community Resilience Funding	\$621,341
	\$2,666,512
Municipal Sustainability Initiative	
Allocated Funding Included in Capital Projects Carryforward <i>(by Department)</i>	
Engineering	\$33,006,758
Corporate Facilities Management	\$2,372,773
	Allocated Funding
	\$35,379,531
	Unallocated Funding
	\$984,545
	\$36,364,076
Federal Gas Tax	
Allocated Funding Included in Capital Project Carryforward <i>(by Department)</i>	
Engineering	\$10,938,261
Parks Operations	\$150,000
	Allocated Funding
	\$11,088,261
	Unallocated Funding
	\$696,180
	\$11,784,441

Note: Unallocated funding for Municipal Sustainability Initiative and Federal Gas Tax includes will be utilized in the 2021 Capital Plan.

Long-Term Debt and Debt Servicing

For the Period Ending June 30, 2020

Opening balance January 1, 2020	\$132,371,803
Less: Principal portion of debt payments	(\$3,852,828)
Plus: Additional debt taken	-
Ending balance June 30, 2020	\$128,518,975

Interest Paid on Long-Term Debt	
January 1, 2020 – June 30, 2020	\$2,306,202
Less: Accrued interest at Dec 31, 2019	(\$963,284)
Interest Expenses per Financial Statements	\$1,342,918

Contribution Room	
Legal debt limit December 31, 2019	\$281,836,428
Ending debt balance June 30, 2020	\$128,518,976
Remaining debt limit	\$153,317,452

Q2 2020 – Procurement Activity

(Awards > \$250,000)

Description	Status	Awarded Vendor	Number of Bids	Awarded Value	Awarded Date
Sidewalk Program Phase 1	Awarded**	Wapiti Gravel Suppliers	4	\$1,806,802.72	29-Apr-20
100 Avenue Rehab, Geometric Improvements and Bridge Surfacing	Awarded**	Knelsen Sand & Gravel	2	\$2,710,524.22	4-May-20
Catch Basin Manhole Repairs 2020	Awarded**	Wapiti Gravel Suppliers	4	\$255,667.33	20-May-20
Road Rehab & Overlay Program Phase 4	Awarded**	Wapiti Gravel Suppliers	2	\$2,591,388.58	21-May-20
Road Rehabilitation Program Design (2021–2022)	Awarded*	Beairsto & Associates Engineering	5	\$1,253,406.00	10-Jun-20
Sidewalk Program Phase 2	Awarded**	Raiders Site Services	3	\$964,946.00	15-Jun-20

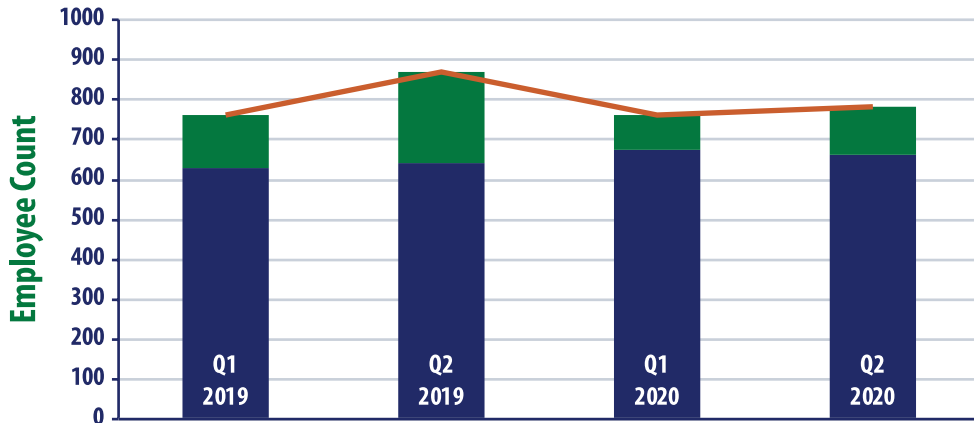
* Awarded on highest evaluated proposal

**Awarded on lowest cost meeting specifications

Staff Complement and Paid Employees Hours By Quarter

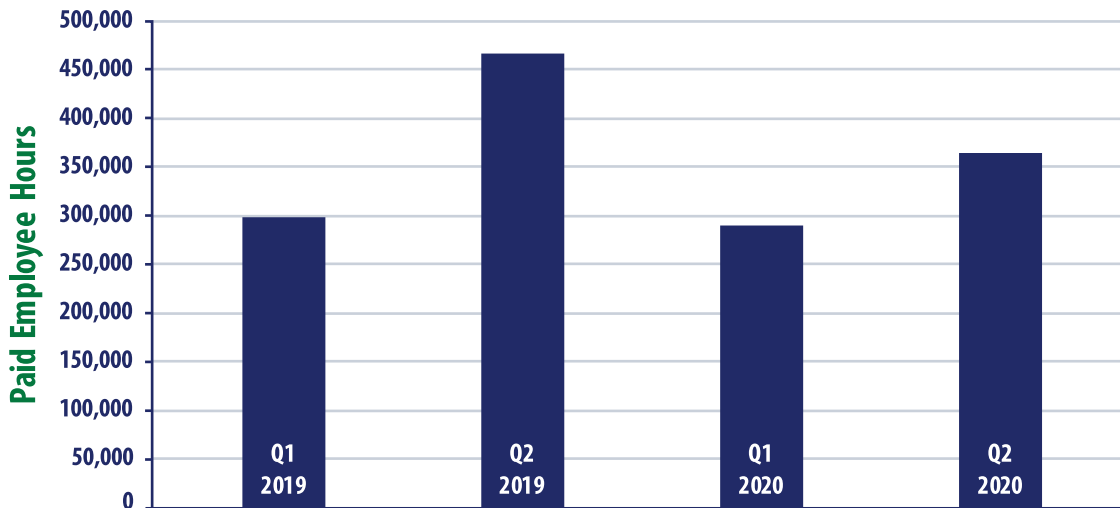
For the Period Ending June 30, 2020

Staff Complement – Q2 2019 vs. Q2 2020



	Temp	Perm	Total
Q1 2019	132	630	762
Q2 2019	227	641	868
Q1 2020	87	673	760
Q2 2020	118	663	781

Paid Employee Hours Within Each Quarter



Q1 2019	297,886
Q2 2019	466,129
Q1 2020	289,401
Q2 2020	363,794

Note: Paid employee hours include the following categories of employee pay codes:

- Regular hours worked and Statutory holiday hours
- Overtime hours paid or taken as time in lieu
- Sick time and paid approved medical leave
- Vacation hours and paid approved leave hours utilized

Paid employee hours does not include hours related to additional pay amounts such as: crew chief, shift differential, or standby pay.

Travel Expense Reimbursement to Council

April 1 – June 30, 2020

Council Member	Discretionary Expenditures
Given, Bill	\$204.77
Blackburn, Clyde	-
Bressey, Dylan	\$144.28
Clayton, Jackie	\$4,204.55
Friesen, Eunice	-
Minhas, Yad	-
O'Toole, Kevin	-
Pilat, Wade	-
Thiessen, Chris	-
Total	\$4,553.60

Mandatory Expenses	(\$7,768.26)
Q2Total	\$(3,214.66)

Mandatory: Includes travel, subsistence, accommodations and per diems related to City Business.

Note: Credit due to refunded costs from Q1 due to COVID cancellation.

2020 Q2 Standing Committees and Council Meetings Record of Attendance

Date	Type of Meeting	Chair	Council Alternate	Mayor Given	Councillor Blackburn	Councillor Bressey	Councillor Clayton	Councillor Friesen	Councillor Minhas	Councillor O'Toole	Councillor Pilat	Councillor Thiessen
LEGEND: P = PRESENT A = ABSENT O = OBSERVED DC = DEPUTY CHAIR DM = DEPUTY MAYOR CB = CITY BUSINESS												
28-Apr	Bylaw & Policy Review (via telecom)	O'Toole	Bressey / Pilat	P		P		O		P	P (left at 2:38)	
22-Jun	Bylaw & Policy Review (via telecom)	O'Toole	Bressey / Pilat	P		P				P	A	
04-May	CCW (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P (left at 12:16)	P
12-May	CCW (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
14-May	CCW (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
24-Jun	CCW (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
06-Apr	City Council (via telecom)	Mayor Given	as scheduled	P	P	P	P	P (left at 5:00)	P	P	P	P
20-Apr	City Council (via telecom)	Mayor Given	as scheduled	P (left at 6:05)	P	P	P	P	P	P	P	P
04-May	City Council (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
19-May	City Council (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
01-Jun	City Council (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
15-Jun	City Council (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
29-Jun	City Council (via telecom)	Mayor Given	as scheduled	P	P	P	P	P	P	P	P	P
14-Apr	Community Services (via telecom)	E. Friesen	Clayton / Pilat / Given (ex-officio)	P	O	O	P	P	O	O	P	O
28-Apr	Community Services (via telecom)	E. Friesen	Clayton / Pilat / Given (ex-officio)	P	O	O	P	P	O	O	P	O
12-May	Community Services (via telecom)	E. Friesen	Clayton / Pilat / Given (ex-officio)	P	O	O	P	P	O	O	P	O
26-May	Community Services (via telecom)	E. Friesen	Clayton / Pilat / Given (ex-officio)	CB	O	O	P	P	O	O	P	O
09-Jun	Community Services (via telecom)	E. Friesen	Clayton / Pilat / Given (ex-officio)	P	O	O	P	P	O	O	P	O
23-Jun	Community Services (via telecom)	E. Friesen	Clayton / Pilat / Given (ex-officio)	P	O	O	P	P	O	O	P	O

2020 Q2 Standing Committees and Council Meetings Record of Attendance Con't

Date	Type of Meeting	Chair	Council Alternate	Mayor Given	Councillor Blackburn	Councillor Bressey	Councillor Clayton	Councillor Friesen	Councillor Minhas	Councillor O'Toole	Councillor Pilat	Councillor Thiessen
LEGEND: P = PRESENT A = ABSENT O = OBSERVED DC = DEPUTY CHAIR DM = DEPUTY MAYOR CB = CITY BUSINESS												
14-Apr	Corporate Services (via telecom)	Minhas	O'Toole / Friesen / Given (ex-officio)	P	O	O	O	P	P	P	O	O
28-Apr	Corporate Services (via telecom)	Minhas	O'Toole / Friesen / Given (ex-officio)	P	O	O	O	P	P	P	O	O
12-May	Corporate Services (via telecom)	Minhas	O'Toole / Friesen / Given (ex-officio)	P	O	O	O	P	P	P	O	O
26-May	Corporate Services (via telecom)	Minhas	O'Toole / Friesen / Given (ex-officio)	CB	O	O	O	P	P	P	O	O
09-Jun	Corporate Services (via telecom)	Minhas	O'Toole / Friesen / Given (ex-officio)	P	O	O	O	P	P	P	O	O
23-Jun	Corporate Services (via telecom)	Minhas	O'Toole / Friesen / Given (ex-officio)	P	O	O	O	P	P	P	O	O

14-Apr	IED (via telecom)	Bressey	Thiessen / Clayton / Given	P	O	P	P	O	O	O	O	P
28-Apr	IED (via telecom)	Bressey	Thiessen / Clayton / Given	P	O	P	P	O	O	O	O	P
12-May	IED (via telecom)	Bressey	Thiessen / Clayton / Given	P	O	P	P	O	O	O	O	P
26-May	IED (via telecom)	Bressey	Thiessen / Clayton / Given	CB	O	P	P	O	O	O	O	P
09-Jun	IED (via telecom)	Bressey	Thiessen / Clayton / Given	P	O	P	P	O	O	O	O	P
23-Jun	IED (via telecom)	Bressey	Thiessen / Clayton / Given	P	O	P	P	O	O	O	O	P

14-Apr	PSS (via telecom)	Pilat	Thiessen / O'Toole / Given (ex-officio)	P	O	O	O	O	O	P	P	P
28-Apr	PSS (via telecom)	Pilat	Thiessen / O'Toole / Given (ex-officio)	P	O	O	O	O	O	P	P	P
12-May	PSS (via telecom)	Pilat	Thiessen / O'Toole / Given (ex-officio)	P	O	O	O	O	O	P	P	P
26-May	PSS (via telecom)	Pilat	Thiessen / O'Toole / Given (ex-officio)	CB	O	O	O	O	O	P	P	P
09-Jun	PSS (via telecom)	Pilat	Thiessen / O'Toole / Given (ex-officio)	P	O	O	O	O	O	P	P	P
23-Jun	PSS (via telecom)	Pilat	Thiessen / O'Toole / Given (ex-officio)	P	O	O	O	O	O	P	P	P

12-Feb	Pursuit of Excellence	Pilat	Friesen / Minhas					P	P		P	
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