



# City of Grande Prairie 2019 Q4 Financial Report

*April 2020*

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# Unconsolidated Statement of Financial Position

As at December 31, 2019

	2019	2018
	<i>(unaudited)</i>	<i>(unaudited)</i>
<b>Financial Assets</b>		
Cash and Cash Equivalents	\$14,882,477	\$6,506,973
Accounts Receivable	\$11,491,012	\$9,085,682
Taxes and Grants in Lieu of Taxes	\$7,511,163	\$9,125,897
Land Held for Sale	\$606,250	\$752,300
Agreements Receivable	\$16,584,468	\$17,554,144
Portfolio Investments	\$138,030,177	\$144,092,715
Investment in Government Business Enterprise	\$108,517,010	\$102,171,162
	<b>\$297,622,557</b>	<b>\$289,288,872</b>
<b>Financial Liabilities</b>		
Accounts Payable and Accrued Liabilities	\$20,587,951	\$18,585,274
Trust Accounts	\$1,964,929	\$2,169,191
Deferred Revenue	\$63,674,228	\$61,631,670
Long Term Debt	\$132,371,803	\$140,139,518
	<b>\$218,598,911</b>	<b>\$222,525,652</b>

<b>Net Financial Assets</b>	<b>\$79,023,647</b>	<b>\$66,763,219</b>
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<b>Non-Financial Assets</b>		
Tangible Capital Assets	\$643,734,375	\$627,475,721
Inventories of Supplies	\$727,957	\$846,950
Prepaid Expenses	\$601,703	\$195,482
	<b>\$645,064,034</b>	<b>\$628,518,154</b>

<b>Accumulated Surplus</b>	<b>\$724,087,680</b>	<b>\$695,281,373</b>
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# Unconsolidated Statement of Operations by Object

As at December 31, 2019

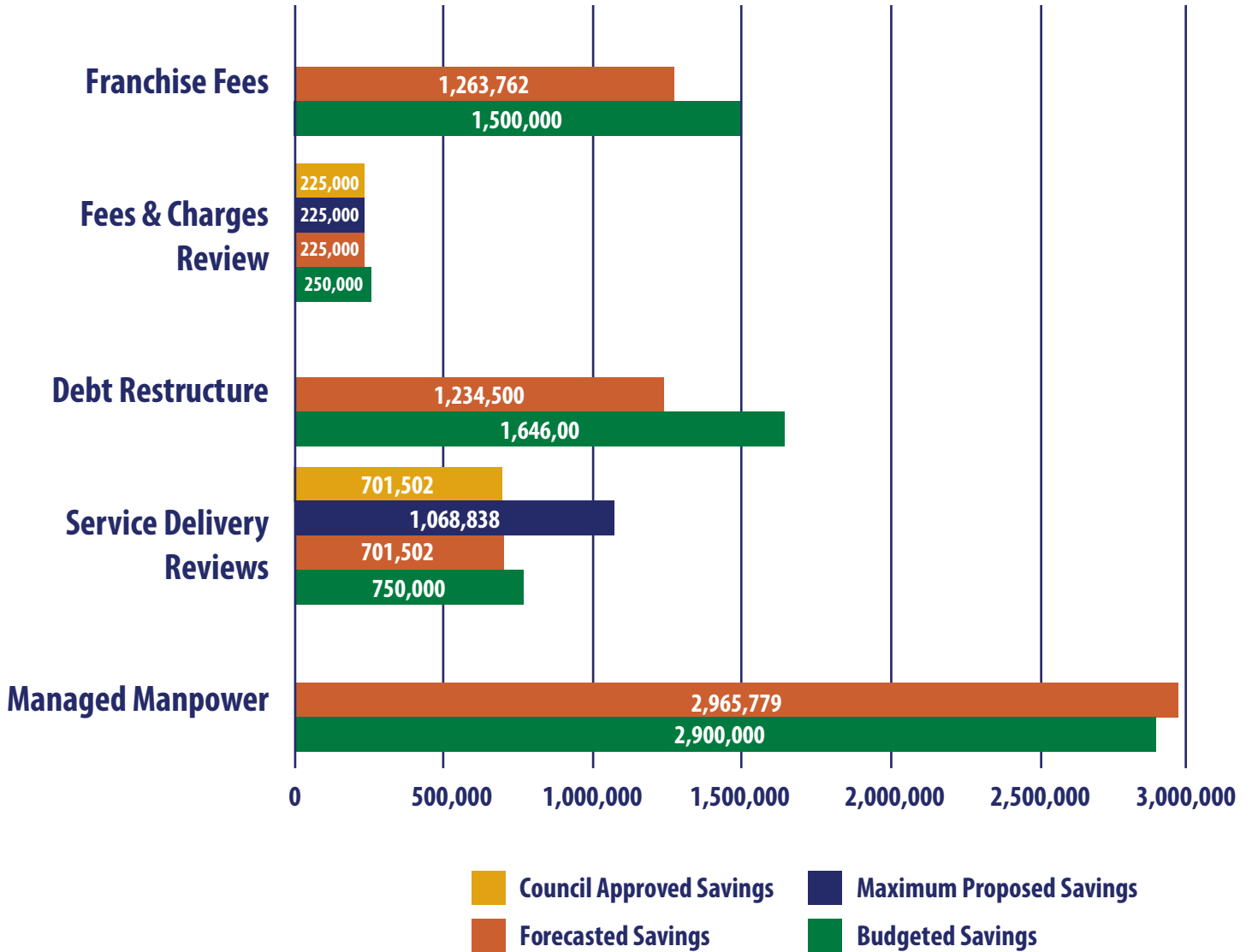
	2019	2018
	(unaudited)	(unaudited)
<b>Revenues</b>		
Net Municipal Taxes	\$115,798,133	\$117,151,158
User Fees and Sale of Goods	\$13,292,153	\$12,672,319
Operating Government Transfers	\$12,657,177	\$11,079,256
Interest and Investment Earnings	\$7,023,705	\$5,632,777
Penalties and Cost of Taxes	\$2,047,603	\$2,165,826
Franchise Fees	\$12,774,515	\$11,370,403
Fines, Rentals, Licenses and Permits	\$12,427,787	\$12,190,924
Transfers from Other Organizations	\$169,005	\$156,851
Other Operating Revenues	\$3,341,371	\$3,156,790
	<b>\$179,531,449</b>	<b>\$175,576,304</b>
<b>Expenditures</b>		
Salaries, Wages and Benefits	\$87,632,211	\$84,581,738
Contracted and General Services	\$32,426,279	\$33,834,576
Materials, Goods and Utilities	\$19,877,344	\$21,258,528
Provision for Allowances	\$915,642	-
Transfers to Other Organizations	\$13,590,207	\$13,750,452
Bank Charges and Short Term Interest	\$192,121	\$240,117
Interest on Long Term Debt	\$9,532,132	\$5,202,843
Amortization	\$25,500,554	\$23,425,549
	<b>\$189,666,489</b>	<b>\$182,293,804</b>
<b>Annual Surplus (Deficit) Before Other Items</b>	<b>(\$10,135,039)</b>	<b>(\$6,717,500)</b>
<b>Other Items</b>		
Contributed Tangible Capital Assets	\$16,094,124	\$2,728,792
Capital Government Transfers	\$16,428,172	\$15,344,091
Developer Levies	\$772,770	\$2,254,069
Gain (Loss) on Disposal of Tangible Capital Assets	(\$699,628)	\$12,450
Increase in Investment in Government Business Enterprise	\$6,345,908	\$9,278,966
	<b>\$38,941,347</b>	<b>\$29,618,368</b>
<b>Annual Surplus (Deficit)</b>	<b>\$28,806,307</b>	<b>\$22,900,868</b>
<b>Accumulated Surplus at Beginning of Year</b>	<b>\$695,281,373</b>	<b>\$672,380,505</b>
<b>Accumulated Surplus at End of Year</b>	<b>\$724,087,680</b>	<b>\$695,281,373</b>

# Operating Variances

As at December 31, 2019

Area	Description	Total
<b>City Manager</b>		
Council/Legislative General	Savings in travel, conferences, advertising, public relations and meetings.	\$62,800
City Manager	Savings in memberships, public relations and other goods & services.	\$59,100
City Clerk	Additional/unbudgeted revenue.	\$29,400
Legal Services	Salary vacancy savings, offset by additional external legal fees.	\$206,900
Chief of Staff	Additional revenue and savings in goods & services costs.	\$99,500
Organizational Development & Quality Assurance	Salary vacancy savings and less spending on goods & services.	\$65,600
<b>Community Services</b>		
Director	Unbudgeted transfer to reserves and additional salary expenses.	(\$50,600)
Community Knowledge Campus	ELC Memberships surpassed budget, less costs at outdoor pool due to delay in opening and utility savings,	\$577,400
Events & Entertainment	Salary severance payouts at Dave Barr and Revolution Place and revenue at Revolution Place less than anticipated.	(\$680,500)
Fleet	Salary savings due to vacancy and turnover, as well as savings in purchasing of goods.	\$152,900
Parks	Savings due mostly to efficiencies found, staff savings and less spending on general goods	\$961,400
Sports, Development, Wellness & Culture	Re-org severance payout, net with vacancy savings, and general goods & services savings.	(\$10,400)
Strategic Marketing	Small surplus in revenue.	\$7,900
Transit	Transit saw revenue greater than budget and general goods & services savings, however this is net with the deficit caused by the City taking over operations of Accessible Transit Operations.	(\$8,600)
<b>Corporate Services</b>		
Director	Re-org severance payouts.	(428,200)
Assessment & Taxation	Revenue surplus in searches & certificates and mobile home collections, combined with savings in general goods & services spending.	\$80,400
Corporate Facility Management	Minimal mechanical issues and intentional delay in some projects in anticipation on 2020 Facility Condition Report.	\$ 281,200
Financial Management	Re-org severance payout and additional audit costs in Finance, net with insurance premium savings.	(\$74,000)
Human Resources	Surplus in general goods & services, specifically related to less spending on duty to accommodate, other professional services and travel.	\$106,800
Information Technology Services	Change in accounting practice for longer term licenses resulted in savings, net with re-org severance payout.	\$120,500
Procurement	Salary savings from vacancies, less spending on general goods & services.	\$64,700
Fiscal Services	Franchise fees lower than budgeted, Provincial reduction of GIPOT, and shortfall in debt strategy savings. Other small variances in budget strategies, interest and transfers to reserves.	(\$2,515,600)
<b>Infrastructure &amp; Economic Development</b>		
Director	Budget error in salaries, net with savings in goods & services spending	(\$16,200)
Economic Development	Salary vacancy savings and less spending on goods & services	\$119,800
Energy Management & Environmental	Additional grant revenue, net with additional spending required for consulting and travel. General goods & services savings.	\$27,700
Engineering Services	Additional revenue from permits and servicing agreements. Salary savings for leaves and vacancies and less spending in general goods & services.	\$241,200
Geographic Information Systems	Underbudgeted salaries, net with savings in professional fees for more work done in-house.	\$18,900
Inspection Services	Less revenue earned than budgeted and re-org severance costs, net with savings in general goods & services.	(\$299,200)
Planning & Development	Additional revenue for commercial applications (school) and savings in general goods & services, net with re-org severance payout	\$41,800
Transportation	Savings from delay in Hwy 43 takeover, staff efficiencies and general savings in goods & services.	\$382,200
<b>Protective and Social Services</b>		
Director	Savings in general goods & services costs	\$35,000
Community Social Development	Salary savings from vacancies and leaves, funding for special projects to reduce municipal contribution and general savings in goods & services spending.	\$215,600
Emergency & Disaster Planning	Savings as a result of no City specific activation in 2019.	\$27,400
Enforcement Services	Fine revenue less than budget.	(\$176,200)
Fire Department	Revenue surplus from increase in 911 contracts, vacancy and turnover savings in salaries and savings in general goods & services spending.	\$1,010,000
RCMP	Underbudgeted RCMP contract deficit, net with additional revenue for criminal record checks and fines and salary vacancy/turnover savings.	(\$351,600)
<b>Total Operating Surplus (Deficit)</b>		<b>\$385,000</b>

## 2019 Budget Strategies



# Reconciliation of Variance from Budget to Net Income

As at December 31, 2019

2019	
	(unaudited)
<b>Surplus (Deficit) per Variance Reports</b>	<b>\$385,034</b>

<b>Adjustments from cash to accrual basis of accounting</b>	
<b>Additions</b>	
Principle Payments on Long Term Debt	\$7,767,706
Net Transfers within Operating Accounts	\$5,728,129
Net Transfers to/from Reserves	\$5,702,696
Contributed Tangible Capital Assets	\$16,094,124
Capital Government Transfers	\$16,428,172
Developer Levies	\$772,770
<b>Deductions</b>	
Amortization Expenses	(\$25,500,554)
Gain (Loss) on Disposal of Tangible Capital Assets	(\$699,628)
Net Operating Costs from Capital Projects	(\$3,251,126)
Principle Portion of Agreements Receivable	(\$966,926)
<b>Adjustment for Change in Investment in Government Business Enterprise</b>	
Increase in Investment in Aquatera	\$6,345,908
<b>Unconsolidated Annual Surplus</b>	<b>\$28,806,307</b>

<b>Adjustments for Consolidation</b>	
Grande Prairie Airport Commission - <i>Excess of Revenue over Expenditures</i>	\$1,490,941
Grande Prairie Public Library - <i>Deficiency of Revenue over Expenditures</i>	(\$200,435)

<b>Consolidated Annual Surplus per Audited Financial Statements</b>	<b>\$30,096,813</b>
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# Unconsolidated Supplemental Breakdown of Accumulated Surplus

As at December 31, 2019

	2018 Opening Balance	2019 Additions	2019 Reductions	2019 Closing Balance
	(unaudited)	(unaudited)	(unaudited)	(unaudited)
<b>Unrestricted Surplus</b>	\$38,094,097	\$70,805,300	(\$83,710,697)	\$25,188,700

<b>Restricted Surplus</b>				
Cemetery Perpetual Care	\$3,043,232	\$154,097	-	\$3,197,329
Facility Renewal	\$1,443,780	\$6,589,264	(\$4,337,000)	\$3,696,044
Financial Stabilization	\$8,371,222	\$7,434,432	(\$1,764,259)	\$14,041,395
Fire Equipment	\$875,358	-	(\$875,358)	-
Fleet Reserve	\$13,800,041	\$1,556,064	(\$2,576,372)	\$12,779,733
Future Expenditures	\$9,301,604	\$8,584,951	(\$410,435)	\$17,476,120
Neighbourhood Entrance	\$2,525	-	(\$2,525)	-
Pinnacle Ridge Special Tax	\$13,953	\$9,032	-	\$22,985
Public Art	\$69,905	\$39,461	(\$15,000)	\$94,367
Public Housing	\$627,558	\$18,280	(\$384,951)	\$260,887
Public Reserve	\$2,841,565	\$108,918	-	\$2,950,483
RCMP Detachment	\$304,454	-	(\$304,454)	-
Transportation System Levy	\$6,803,134	\$1,512,095	(\$208,663)	\$8,106,566
Winter Stabilization	\$2,627,437	-	(\$2,627,437)	-
	<b>\$50,125,768</b>	<b>\$26,006,593</b>	<b>(\$13,506,453)</b>	<b>\$62,625,908</b>

<b>Equity in Investments</b>	\$102,171,162	\$6,345,908	(\$60)	\$108,517,010
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<b>Equity in Tangible Capital Assets</b>	\$504,890,346	\$51,358,196	(\$28,492,480)	\$527,756,062
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<b>Total Accumulated Surplus</b>	<b>\$695,281,373</b>	<b>\$154,515,997</b>	<b>(\$125,709,690)</b>	<b>\$724,087,680</b>
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# Summary of Capital Projects

As at December 31, 2019

	Opening Balance	Approved Capital Budget & Grants	YTD Expenditures	Transfers within Capital Projects	Surplus Funds to Reserves	Closing Balance
<b>Community Services</b>						
Community Knowledge Campus	\$741,134	\$130,000	(\$118,294)	(\$356)	\$0	\$752,484
Events & Entertainment	\$371,571	\$85,000	(\$22,118)	\$70,668	\$0	\$505,121
Corporate Facilities Management	\$5,857,315	\$2,257,000	(\$2,081,602)	(\$18,204)	(\$70,518)	\$5,943,991
Fleet	-	\$2,621,372	(\$2,610,542)	-	(\$10,830)	-
Sports Dev., Wellness & Culture	\$1,148,889	\$85,000	(\$85,000)	(\$2,100)	(\$1,146,790)	-
Transit	\$5,722,770	\$2,173,561	(\$1,816,905)	-	(\$1,562,649)	\$4,516,777
<b>Corporate Services</b>						
GIS & ITS	\$5,957,134	\$395,000	(\$1,062,640)	(\$247,500)	(\$81,048)	\$4,960,947
Procurement	-	\$35,000	(\$34,293)	-	(\$707)	-
Corporate Efficiency & Strategic	\$620,397	-	(\$170,115)	-	-	\$450,282
Communications	\$32,964	-	(\$168)	-	(\$32,796)	-
<b>Infrastructure &amp; Economic Development</b>						
Economic Development	\$1,696,788	\$750,000	(\$347,250)	-	\$0	\$2,099,538
Energy & Environmental Services	-	\$25,000	(\$24,784)	-	(\$216)	-
Engineering	\$15,850,842	\$16,080,600	(\$18,459,025)	(\$759,998)	(\$831,564)	\$11,880,855
Parks	\$879,744	\$281,250	(\$166,497)	(\$141,596)	(\$10,798)	\$842,103
Planning & Development	\$386,102	\$287,000	(\$5,936)	-	(\$194,403)	\$472,763
Transportation	\$709,492	\$255,000	(\$565,918)	-	(\$350,075)	\$48,500
<b>Protective &amp; Social Services</b>						
Community Social Development	-	\$500,000	(\$324,066)	-	-	\$175,934
Enforcement Services	\$128,000	\$55,000	(\$66,324)	\$8,000	(\$80,000)	\$44,676
Fire Department	\$1,721,321	\$250,000	(\$895,796)	\$269,839	(\$130,000)	\$1,215,364
GPREP	-	\$166,500	(\$67)	-	-	\$166,433
RCMP	\$15,297	-	-	(\$15,297)	-	-
<b>Total Capital Projects</b>	<b>\$53,703,884</b>	<b>\$28,692,445</b>	<b>(\$28,857,340)</b>	<b>\$7,242,123</b>	<b>(\$5,110,776)</b>	<b>\$55,670,336</b>

**Note:** The Net Transfers within Capital Projects balance of \$7,242,123 relates to MSI and FGT funds being transferred to capital projects for 2020.

# Reconciliation of Capital Projects by Funding Source

As at December 31, 2019

Breakdown of Capital Project Carryforward by Funding Source	
Capital Tax Levied	\$17,934,201
Reserve Funded Projects	\$11,401,145
Grant Funded Projects	\$4,991,937
Municipal Sustainability Initiative	\$13,607,148
Federal Gas Tax	\$7,735,905
<b>Total Funding within Capital Projects</b>	<b>\$55,670,336</b>

Supplemental Breakdown of Capital Funding Carryforward	
<b>Grant Funded Projects</b>	
Allocated Funding Included in Capital Projects Carryforward <i>(by Department)</i>	
Transit - GTRIP/PTIF Funding	\$4,328,973
Engineering - Alberta Community Resilience Funding	\$662,964
	<b>\$4,991,937</b>
<b>Municipal Sustainability Initiative</b>	
Allocated Funding Included in Capital Projects Carryforward <i>(by Department)</i>	
Engineering	\$12,885,148
Corporate Facilities Management	\$722,000
	Allocated Funding \$13,607,148
	Unallocated Funding \$8,959,453
	<b>\$22,566,601</b>
<b>Federal Gas Tax</b>	
Allocated Funding Included in Capital Project Carryforward <i>(by Department)</i>	
Engineering	\$7,735,905
	Allocated Funding \$7,735,905
	Unallocated Funding \$151,200
	<b>\$7,887,105</b>

# Long-Term Debt and Debt Servicing

For the quarter ended December 31, 2019

Opening balance September 30, 2019	\$ 134,106,877
<b>Less:</b> Principal portion of debt payments	(\$1,735,074)
<b>Plus:</b> Additional debt taken	-
<b>Ending balance December 31, 2019</b>	<b>\$132,371,803</b>

<b>Interest Paid on Long-Term Debt</b>	
October 1, 2019 - December 31, 2019	\$923,151

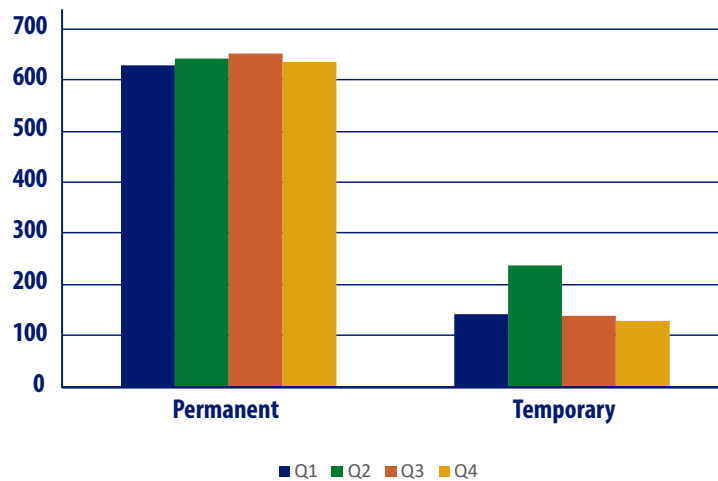
<b>Contribution Room</b>	
Legal debt limit December 31, 2019	\$281,836,428
Ending debt balance December 31, 2019	\$132,371,803
Remaining debt limit	\$149,464,625

# Staff Compliment

As at December 31, 2019

Area	Q1	Q2	Q3	Q4
<b>City Manger</b>				
Permanent	17	17	21	21
Temporary	3	1	2	1
<b>Corporate Services</b>				
Permanent	88	92	99	93
Temporary	1	6	1	1
<b>Community Services</b>				
Permanent	196	213	217	217
Temporary	91	176	97	94
<b>Infrastructure &amp; Economic Development</b>				
Permanent	131	124	119	121
Temporary	22	25	11	15
<b>Protective &amp; Social Services</b>				
Permanent	198	195	195	183
Temporary	15	19	18	8
<b>Totals</b>				
Permanent	630	641	651	635
Temporary	132	227	129	119

Staff Complement by Quarter



# Travel Expense Reimbursement to Council

October 1 - December 31, 2019

Council Member	Discretionary Expenditures
Given, Bill	\$4,420.51
Blackburn, Clyde	-
Bressey, Dylan	\$2,505.15
Claton, Jackie	\$1,452.16
Friesen, Eunice	\$1,723.61
Minhas, Yad	\$500.00
O'Toole, Kevin	\$2,287.99
Pilat, Wade	\$456.62
Thiessen, Chris	\$355.55
<b>Total</b>	<b>\$13,701.59</b>

Mandatory Expenses	\$28,042.69
<b>Q4 Total</b>	<b>\$41,744.28</b>

# 2019 Q4 Standing Committees and Council Meetings Record of Attendance

2019 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												
20-Nov	Arts Development	Friesen	O'Toole / Thiessen					P		P		A
10-Dec	Bylaw & Policy Review	O'Toole	Bressey/Pilat	P		P				P		P (arrived at 2:09)
05-Nov	CCW	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
13-Nov	CCW (Budget)	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
14-Nov	CCW (Budget)	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
15-Nov	CCW (Budget)	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
07-Oct	City Council	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
21-Oct	City Council	Mayor Given	as scheduled	P	P (via telecom)	P	P	P	P	P	P	P
21-Oct	City Council	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
04-Nov	City Council	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
18-Nov	City Council	Mayor Given	as scheduled	P	P (via telecom)	P	P	P	P	P	P	P
02-Dec	City Council	Mayor Given	as scheduled	P	N/A	P	P	P	A	P	P (did not return after recess)	P (did not return after recess)
16-Dec	City Council	Mayor Given	as scheduled	P	N/A	P	P	P	P	P	P	P
01-Oct	Community Living	C. Thiessen	Bressey / Pilat	P		P		O			P	P
15-Oct	Community Living	C. Thiessen	Bressey / Pilat	P		P	O			O	P	P
29-Oct	Community Services	E. Friesen	Clayton / Pilat	P		O	P	P	O	O	P	O
12-Nov	Community Services	E. Friesen	Clayton / Pilat	P		O	P	P	O	O	P	O
26-Nov	Community Services	E. Friesen	Clayton / Pilat			O	P	P		O	P	O
10-Dec	Community Services	E. Friesen	Clayton / Pilat	P		O	P	P		O	P	

# 2019 Q4 Standing Committees and Council Meetings

## Record of Attendance Con't

2019 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												
01-Oct	Corporate Services	O'Toole	Pilat / Minhas	P		O	O	O	P	P	P	O
15-Oct	Corporate Services	O'Toole	Pilat / Minhas	P		O	O		P	P	P	O
29-Oct	Corporate Services	Y. Minhas	O'Toole / Friesen	P		O	O	P	P	P	O	O
12-Nov	Corporate Services	Y. Minhas	O'Toole / Friesen	P		O		P	P	P	O	O
26-Nov	Corporate Services	Y. Minhas	O'Toole / Friesen			O	O	P	A	DC	O	O
10-Dec	Corporate Services	Y. Minhas	O'Toole / Friesen	P		O	O	DC	A	P	O	
01-Oct	IPS	Clayton	Blackburn / Friesen / Given	P	N/A	O	P	P	O	O	O	O
15-Oct	IPS	Clayton	Blackburn / Friesen / Given	P	N/A	O	P	A	O	O	O	
29-Oct	IED	Bressey	Thiessen / Clayton / Given	P		P	P	O	O	O	O	P
12-Nov	IED	Bressey	Thiessen / Clayton / Given	P		P	P	O	O	O	O	P
26-Nov	IED	Bressey	Thiessen / Clayton / Given	A		P	P	O		O	O	P
10-Dec	IED	Bressey	Thiessen / Clayton / Given	P		P	P	O		O	O	A
29-Oct	PSS	Pilat	O'Toole / Thiessen	P (left at 11:59)		O (left at 12:07)	O		O (left at 11:41)	P	P	P
12-Nov	PSS	Pilat	O'Toole / Thiessen	P		O			O	P	P	P
26-Nov	PSS	Pilat	O'Toole / Thiessen			O	O	O		P	P	P
10-Dec	PSS	Pilat	O'Toole / Thiessen	P		O	O			P	P	
04-Dec	Pursuit of Excellence	Pilat	Friesen / Minhas					A	A		P	