



City of Grande Prairie 2021 **Q3 Financial Report**

November 2021

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Unconsolidated Statement of Financial Position

As of September 30, 2021

	Period Ending September 30, 2021	Period Ending September 30, 2020	Year Ending December 31, 2020
	(unaudited)	(unaudited)	(unaudited)
Financial Assets			
Cash and Cash Equivalents	\$58,681,894	\$51,726,419	\$5,996,221
Accounts Receivable	\$30,645,088	\$20,130,113	\$39,231,786
Taxes and Grants in Lieu of Taxes	\$28,718,193	\$28,917,397	\$9,422,840
Land Held for Sale	\$1,590,027	\$606,250	\$1,590,027
Agreements Receivable	\$15,288,270	\$16,575,345	\$15,298,998
Portfolio Investments	\$122,268,329	\$119,671,580	\$137,502,863
Investment in Government Business Enterprise	\$117,175,894	\$108,517,010	\$117,175,894
	\$374,367,695	\$346,144,114	\$326,218,629
Financial Liabilities			
Accounts Payable and Accrued Liabilities	\$53,204,796	\$18,389,309	\$17,880,611
Requisition Payable	\$7,358,836	\$13,362,481	-
Trust Accounts	\$5,317,643	\$1,964,929	\$6,148,211
Deferred Revenue	\$67,522,769	\$52,605,366	\$45,816,934
Long Term Debt	\$121,726,384	\$126,552,648	\$124,675,032
	\$255,130,428	\$212,874,733	\$194,520,788

Net Financial Assets	\$119,237,267	\$133,269,381	\$131,697,841
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Non-Financial Assets			
Tangible Capital Assets	\$708,044,911	\$650,158,397	\$658,955,278
Inventories of Supplies	\$821,555	\$763,018	\$798,946
Prepaid Expenses	\$473,397	\$386,414	\$622,507
	\$709,339,863	\$651,307,829	\$660,376,731

Accumulated Surplus	\$828,577,130	\$784,577,209	\$792,074,572
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Unconsolidated Statement of Operations by Object

For the Period Ending September 30, 2021

	Period Ending Sept. 30, 2021	Period Ending Sept. 30, 2020	Year Ending December 31, 2020
	(unaudited)	(unaudited)	(unaudited)
Revenues			
Net Municipal Taxes	\$121,330,663	\$117,981,955	\$118,309,492
User Fees and Sale of Goods	\$4,179,645	\$5,249,986	\$6,274,317
Operating Government Transfers	\$8,168,743	\$8,442,090	\$20,687,489
Interest and Investment Earnings	\$3,249,948	\$4,360,719	\$8,069,291
Penalties and Cost of Taxes	\$1,700,966	\$983,693	\$1,030,622
Franchise Fees	\$8,597,047	\$8,597,496	\$12,860,099
Fines, Rentals, Licenses and Permits	\$4,323,911	\$3,941,888	\$5,407,529
Court Fines	\$3,713,697	\$3,027,802	\$3,867,348
Transfers from Other Organizations	\$313,679	\$183,230	\$264,934
Other Operating Revenues	\$2,274,948	\$2,185,622	\$1,775,638
	\$157,853,247	\$154,954,481	\$178,546,760

Expenditures			
Salaries, Wages and Benefits	\$56,891,591	\$55,613,693	\$80,991,083
Contracted and General Services	\$24,205,299	\$22,012,107	\$32,196,554
Materials, Goods and Utilities	\$10,944,036	\$12,707,146	\$18,820,327
Provision for Allowances	\$724	\$21,360	\$287,127
Transfers to Other Organizations	\$11,243,438	\$10,291,952	\$13,649,408
Bank Charges and Short Term Interest	\$118,085	\$112,470	\$263,049
Interest on Long Term Debt	\$2,525,417	\$2,686,126	\$4,422,972
Amortization	\$19,966,576	\$18,995,442	\$26,689,063
	\$125,895,165	\$122,440,296	\$177,319,583

Annual Surplus (Deficit) Before Other Items	\$31,958,082	\$32,514,185	\$1,227,177
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Other Items			
Contributed Tangible Capital Assets	-	\$1,035,000	\$9,778,906
Capital Government Transfers	\$4,620,299	\$4,038,148	\$28,181,839
Developer Levies	\$310,439	\$1,032,261	\$1,125,876
Gain (Loss) on Disposal of Tangible Capital Assets	(\$386,262)	\$4,163	(\$2,851,563)
Increase in Investment in Government Business Enterprise	-	-	\$8,658,884
	\$3,922,093	\$4,373,189	\$44,893,943

Annual Surplus (Deficit)	\$36,502,558	\$38,623,757	\$46,121,120
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Accumulated Surplus at Beginning of Year	\$792,074,572	\$745,953,452	\$745,953,452
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Accumulated Surplus at End of Year	\$828,577,130	\$784,577,209	\$792,074,572
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Operating Variances

For the Period Ending September 30, 2021

Area	Description	Total
City Manager		
Council/Legislative General	Surplus from vacant council positions, less per diem, travel, and event costs due to Covid restrictions.	\$297,000
Corporate Efficiency & Strategic Initiatives	Surplus due to vacancy savings.	\$265,000
Legal Services	Surplus anticipated due to less spending on external legal.	\$140,000
Risk Management	Surplus due to lower insurance premiums than budget.	\$137,000
Others	All other departments forecasting close to budget.	\$12,000
Infrastructure & Economic Development		
Director	Surplus due to replacement savings and reduced travel, meetings and supplies due to Covid restrictions.	\$28,000
Planning & Development	Surplus due to vacancy savings, reduced by lost revenue with less activity due to Covid.	\$140,000
Transportation & Parks	Surplus expected as a result of vacancies, less snow clearing rounds than budgeted, and less external contract costs throughout summer.	\$732,000
Others	All other departments forecasting close to budget.	(\$3,000)
Protective & Social Services		
Mobile Outreach	Deficit expected due to more salaries than budgeted (covered by Crime Prevention Savings).	(\$243,000)
Community Social Development	Surplus expected due to grant funds covering partial salaries, other short vacancies and general expense savings.	\$281,000
Emergency & Disaster Planning	Deficit expected due to Covid costs and vaccination site support costs.	(\$60,000)
Enforcement Services	Deficit expected mostly as a result of less court fine revenue.	(\$688,000)
Fire Department	Surplus expected due to turnover, vacancy savings and general expense savings.	\$273,000
RCMP	Surplus expected as a result of crime prevention savings (being invested in Mobile Outreach), combined with RCMP contract savings due to vacancies and COVID restrictions.	\$1,090,000
Community Services		
Director	Surplus expected due to travel, meeting and supply costs due to Covid restrictions.	\$18,000
Community Knowledge Campus	Surplus expected as a result of Covid restrictions and facility closures. Layoffs and redeployment savings, utility savings and general expense savings, net of lost revenue.	\$142,000
Events & Entertainment	Surplus expected as a result of Covid restrictions and facility closures. Layoffs and redeployment savings, utility savings and general expense savings, net of lost revenue.	\$58,000
Fleet	Surplus expected due to vacancies, as well as less activity meaning less costs.	\$162,000
Corporate Facility Management	Surplus expected due to vacancies and less operating costs as a result of facility closures for Covid.	\$553,000
Sports, Development, Wellness & Culture	Surplus due to Covid restrictions and resulting vacancies and operating expense savings.	\$578,000
Transit & Accessible Transit	Surplus due to service reductions as a result of Covid.	\$661,000
Corporate Services		
Director	Surplus expected due to multiple vacancies.	\$247,000
Communications & Marketing	Surplus expected due to vacancies and operating expense savings due to Covid restrictions.	\$94,000
Assessment & Taxation	Surplus expected mostly due to one vacant position and general expense savings due to covid restrictions.	\$137,000
Financial Management	Surplus expected due to leave replacement at lower cost than budgeted salary and operating expense savings due to Covid restrictions.	\$108,000
Human Resources	Surplus expected due to vacancies and operating expense savings due to Covid restrictions.	\$241,000
GIS & ITS	Savings due to vacancies and less supplies and travel due to Covid restrictions.	\$346,000
Procurement	Deficit due to increased support required for capital plan.	(\$53,000)
Fiscal Services		
Fiscal Services	Deficit expected due to revenues trending less than budget (franchise fees and dividends) and managed manpower forecasted in departments, net with additional GovDeals revenues and benefits savings.	(\$1,622,000)
Total Operating Surplus		\$4,071,000

Salary Variances

For the Period Ending September 30, 2021

	Actual to Date	Budget to Date	Variance to Date
Salaries	\$45,477,903	\$50,713,137	\$5,235,234
Benefits	\$10,195,466	\$11,260,266	\$1,064,800
Elected Officials Salaries	\$379,074	\$459,565	\$80,491
Per Diem	\$6,173	\$28,499	\$22,326
Overtime	\$832,976	\$1,052,276	\$219,300
	\$56,891,591	\$63,513,743	\$6,622,152

Unconsolidated Supplemental Breakdown of Accumulated Surplus

For the Period Ending September 30, 2021

	Opening Balance January 1, 2021	Additions 2021	Reductions 2021	Closing Balance September 30, 2021
	(unaudited)	(unaudited)	(unaudited)	(unaudited)
Unrestricted Surplus (Deficit)	\$22,041,259	\$78,840,398	(\$80,853,660)	\$20,027,997

Restricted Surplus				
Cemetery Perpetual Care	\$3,531,763	\$83,501	-	\$3,615,264
Facility Renewal	\$7,507,735	\$3,380,227	(\$5,528,814)	\$5,359,148
Financial Stabilization	\$16,877,008	\$253,155	(\$600,000)	\$16,530,163
Fleet Reserve	\$11,281,661	\$2,183,776	(\$3,736,600)	\$9,728,837
Future Expenditures	\$50,361,340	\$4,686,683	(\$11,560,370)	\$43,487,652
Pinnacle Ridge Special Tax	\$33,175	\$498	-	\$33,673
Public Art	\$161,912	\$17,429	-	\$179,341
Public Housing	\$295,749	\$4,436	-	\$300,185
Public Reserve	\$3,054,192	\$45,813	-	\$3,100,005
Transportation System Levy	\$10,355,488	\$451,589	(\$945,481)	\$9,861,596
	\$103,460,023	\$11,107,107	(\$22,371,265)	\$92,195,864

Equity in Investments	\$117,175,894	-	-	\$117,175,894
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Equity in Tangible Capital Assets	\$549,397,397	\$69,746,553	(\$19,966,576)	\$599,177,375
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Total Accumulated Surplus	\$792,074,572	\$159,694,058	(\$123,191,501)	\$828,577,130
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Note: Included in the Future Expenditures Reserve balance of \$43,487,652 is \$34,308,452 of funds restricted for future use.

Summary of Capital Projects

For the Period Ending September 30, 2021

	Opening Balance	Approved Capital Budget & Grants	YTD Expenditures	Transfers within Capital Projects	Surplus Funds to Reserves	Closing Balance
Community Services						
Community Knowledge Campus	\$951,428	\$1,285,000	(\$572,665)	(\$193,175)	-	\$1,470,588
Events & Entertainment	\$652,097	\$540,000	(\$203,616)	-	(\$40,749)	\$947,732
Corporate Facilities Management	\$5,701,980	\$1,763,306	(\$794,223)	\$548,175	-	\$7,219,238
Fleet	-	\$3,736,600	(\$1,873,435)	-	-	\$1,863,165
Sports Dev., Wellness & Culture	\$361,020	\$4,991,500	(\$3,881,296)	-	-	\$1,471,224
Transit	\$3,136,176	\$125,000	(\$873,595)	-	-	\$2,387,581
Corporate Services						
GIS & ITS	\$3,122,326	\$1,017,000	(\$70,536)	(\$200,000)	-	\$3,868,790
Asset Management	-	-	-	\$200,000	-	\$200,000
Corporate Efficiency & Strategic Initiatives	\$879,630	\$2,000,000	(\$156,728)	-	-	\$2,722,902
Infrastructure & Economic Development						
Economic Development	\$2,706,412	\$450,000	(\$813,536)	-	-	\$2,342,876
Energy & Environmental Services	\$1,035,800	\$775,000	(\$1,689,079)	-	(\$29,900)	\$91,821
Engineering	\$30,917,450	\$49,607,600	(\$21,347,470)	(\$307,000)	-	\$58,870,580
Parks	\$1,535,701	\$1,748,820	(\$465,785)	-	(\$150,000)	\$2,668,736
Planning & Development	\$412,596	-	(\$643)	-	-	\$411,953
Transportation	-	\$75,000	-	-	(\$75,000)	-
Protective & Social Services						
Community Social Development	\$897,540	\$16,005,901	(\$12,644,279)	-	-	\$4,259,162
Enforcement Services	\$92,506	\$150,000	(\$23,506)	(\$48,000)	-	\$171,000
Fire Department	\$1,409,697	\$661,200	(\$115,078)	-	-	\$1,955,819
GPREP	\$166,433	-	-	-	-	\$166,433
RCMP	-	\$164,500	-	-	-	\$164,500
Total Capital Projects	\$53,978,792	\$85,096,427	(\$45,525,470)	-	(\$295,649)	\$93,254,100

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

Reconciliation of Capital Projects by Funding Source

For the Period Ending September 30, 2021

Breakdown of Capital Project Balance by Funding Source	
Capital Tax Levied	\$26,720,477
Reserve Funded Projects	\$18,405,384
Grant Funded Projects	\$9,680,462
Municipal Sustainability Initiative	\$19,766,177
Canada Community-Building Fund (Formerly Federal Gas Tax)	\$6,127,967
General Debenture	\$12,553,633
Total Funding within Capital Projects	\$93,254,100

Supplemental Breakdown of Capital Funding Carryforward	
Grant Funded Projects	
Allocated Funding Included in Capital Projects Carryforward (by Department)	
Transit - GTRIP/PTIF Funding	\$2,173,139
Fire Department - 911 Call Grant	\$816,043
Community Social Development - Rotary Club Grant	\$10,314
Engineering - MSP Grant	\$3,518,358
Corporate Facilities Management - MSP Grant	\$913,744
Enforcement - ICIP Grant	\$101,000
Engineering - ICIP Grant	\$176,232
Parks Operations - ICIP Grant	\$957,724
Community Knowledge Campus - ICIP Grant	\$463,831
Sports Development, Wellness & Culture - ICIP Grant	\$142,694
Events & Entertainment - ICIP Grant	\$78,100
Corporate Facilities Management - ICIP Grant	\$158,090
Community Social Development - COVID-19 Economic Response Plan	\$79,370
Energy & Environmental Services - Municipal Climate Change Action	\$91,823
	\$9,680,462
Municipal Sustainability Initiative	
Allocated Funding Included in Capital Projects Carryforward (by Department)	
Engineering	\$19,093,559
Corporate Facilities Management	\$672,618
	Allocated Funding
	19,766,177
	Unallocated Funding
	\$7,287,360
	\$27,053,537
Canada Community-Building Fund (Formerly Federal Gas Tax)	
Allocated Funding Included in Capital Project Carryforward (by Department)	
Engineering	\$5,994,481
Parks Operations	\$133,486
	Allocated Funding
	\$6,127,967
	Unallocated Funding
	\$4,613,141
	\$10,741,108

Note: Unallocated funding for Municipal Sustainability Initiative and Canada Community-Building Fund will be allocated in 2022 Capital Plan.

Long-Term Debt and Debt Servicing

For the Period Ending September 30, 2021

Opening Balance December 31, 2020	\$124,675,041
Less: Principal portion of debt payments	(\$5,948,657)
Plus: Additional debt taken	\$3,000,000
Ending balance September 30, 2021	\$121,726,384

Interest Paid on Long-Term Debt	
January 1, 2021 - September 30, 2021	\$3,406,291
Less: Accrued interest at Dec 31, 2020	\$(880,874)
Interest Expenses per Financial Statements	\$2,525,417

AB Regulation 255/2000 Debt Limit	
Legal Debt Limit December 31, 2020	\$269,688,351
Less: Ending debt balance September 30, 2021	\$(121,726,384)
Remaining Debt Limit	\$147,961,967

Debt Limit and Debt Servicing Limit per Policy 350	
Maximum Debt Limit	
80% of Legal Debt Limit	\$215,750,681
Less: Ending debt balance September 30, 2021	\$(121,726,384)
Remaining Debt Limit per Policy 350	\$94,024,297

Maximum Debt Servicing	
Net Municipal Taxes and Grants in Place at December 31, 2020	\$117,682,119
15% Maximum for Debt Servicing Costs per Policy 350	\$17,652,318

Q3 2021 – Procurement Activity

For the Period of July 1, 2021 – September 30, 2021 (Awards > \$250,000)

Description	Status	Awarded Vendor	Number of Bids	Awarded Value	Awarded Date
Roof Repair and Replacement (Rising Above Centre)	**Awarded	DM Henderson Roofing	1	\$295,097.00	07/19/2021
2021 Mudjacking (residential)	**Awarded	PolyLEVEL Alberta Corp.	2	\$186,457.05	07/12/2021
South Bear Creek Park Baseball Diamond Expansion	**Awarded	C. Chandler Contracting Celtic Construction	4	\$1,382,832.12	09/16/2021
Mountview Stormwater Management - Phase 2	**Awarded	Whissell Enterprises	4	\$798,597.00	07/21/2021
Supply and Delivery of Fleet Lubricants	*Awarded	Northern Metallic - Grande Prairie	7	\$392,076.00	09/06/2021
Aggregate Crushing Program	*Awarded	RECO Construction	2	\$458,000.00	09/20/2021
Animal Pound Building Renovations	*Awarded	C. Chandler Contracting	1	\$365,534.00	07/05/2021
Mobile Skate Park	*Awarded	Canadian Ramp Company	2	\$285,682.10	07/08/2021

* Awarded on highest evaluated proposal

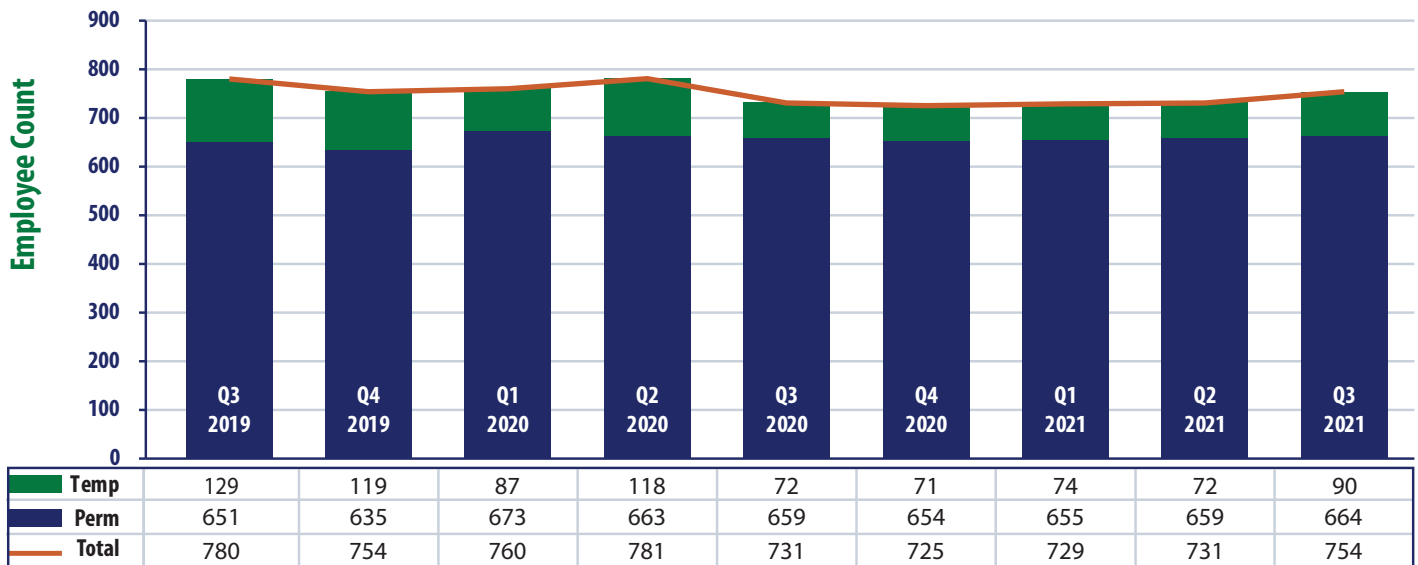
**Awarded on lowest cost meeting specifications

***Direct Award - Group Purchasing Program

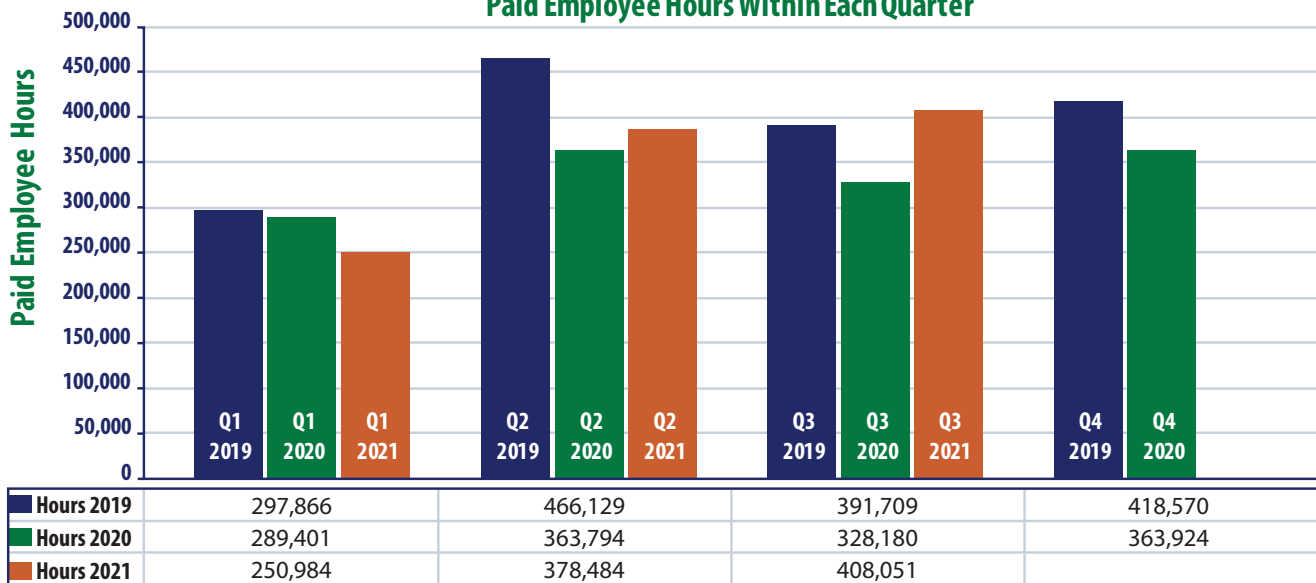
Staff Complement and Paid Employees Hours By Quarter

For the Period Ending September 30, 2021

Staff Complement at Each Quarter End



Paid Employee Hours Within Each Quarter



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

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

July 1, 2021 – September 30, 2021

Council Member	Discretionary Expenditures
Bressey, Dylan	\$792.89
Clayton, Jackie	\$361.14
Friesen, Eunice	\$75.00
Minhas, Yad	-
O'Toole, Kevin	\$69.15
Pilat, Wade	\$76.19
Thiessen, Chris	\$38.10
Total	\$1,412.47

Mandatory Expenses	\$17,557.62
Q3 Total	\$18,970.09

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

Discretionary: Includes tickets and any other costs related to public relations or education/training events

2021 Q3 Standing Committees and Council Meetings Record of Attendance

Date	Type of Meeting	Chair	Council Alternate	Mayor Clayton	Councillor Bressey	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										
12-Jul	City Council (via telecom)	Mayor Clayton	as scheduled	P (left at 4:47)	P	P	P (left from 4:05 to 6:00)	P	DC	P
09-Aug	City Council	Mayor Clayton	as scheduled	P	P	P	P	P	P	P
18-Aug	Special City Council	Mayor Clayton	as scheduled	A	P	A	DC	P	P	P
23-Aug	City Council	Mayor Clayton	as scheduled	P	P	P	P	P	P	P
07-Sep	City Council	Mayor Clayton	as scheduled	P	P	P	P	P	P	P
21-Sep	City Council	Mayor Clayton	as scheduled	P	P	P	A	P	P	P

06-Jul	Community Services	Pilat	Thiessen / Bressey / Clayton (ex-officio)	P	P	O	O	O	P	P
03-Aug	Community Services	Pilat	Thiessen / Bressey / Clayton (ex-officio)	P (via telecom)	P	O	O	O	P	P
17-Aug	Community Services	Pilat	Thiessen / Bressey / Clayton (ex-officio)	P	P	O	O	O	A	P
31-Aug	Community Services	Pilat	Thiessen / Bressey / Clayton (ex-officio)	P	P	O	O		P	P
14-Sep	Community Services	Pilat	Thiessen / Bressey / Clayton (ex-officio)	P	P	O	O	O	P	P

2021 Q3 Standing Committees and Council Meetings Record of Attendance Con't

Date	Type of Meeting	Chair	Council Alternate	Mayor Clayton	Councillor Bressey	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										
06-Jul	Corporate Services	Minhas	O'Toole / Friesen / Clayton (ex-officio)	P	O	P	P	P	O	O
03-Aug	Corporate Services	Minhas	O'Toole / Friesen / Clayton (ex-officio)	P (via telecom)	O	P	P	P		
17-Aug	Corporate Services	Minhas	O'Toole / Friesen / Clayton (ex-officio)	P	O	P	P	P		O
31-Aug	Corporate Services	Minhas	O'Toole / Friesen / Clayton (ex-officio)	P	O	P	P	A	O	O
14-Sep	Corporate Services	Minhas	O'Toole / Friesen / Clayton (ex-officio)	P	O	P	P	P	O	O

06-Jul	IED	Bressey	Pilat / Thiessen / Clayton	P	P	O	O	O	P	P
03-Aug	IED	Bressey	Pilat / Thiessen / Clayton	P (via telecom)	P	O	O	O	P	P
17-Aug	IED	Bressey	Pilat / Thiessen / Clayton	P	P	O (left at 12:35)		O	A	P
31-Aug	IED	Bressey	Pilat / Thiessen / Clayton	P	P	O	O		P	P
14-Sep	IED	Bressey	Pilat / Thiessen / Clayton	P	P	O	O	O	P	P

06-Jul	PSS	O'Toole	Friesen / Minhas / Clayton (ex-officio)	P	O	P	P	P	O	O
03-Aug	PSS	O'Toole	Friesen / Minhas / Clayton (ex-officio)	P (via telecom)	O	P	P	P		
17-Aug	PSS	O'Toole	Friesen / Minhas / Clayton (ex-officio)	P	O	P	P	P	O	O
31-Aug	PSS	O'Toole	Friesen / Minhas / Clayton (ex-officio)	P	O	P	P	A		
14-Sep	PSS	O'Toole	Friesen / Minhas / Clayton (ex-officio)	P	O	P	P	P	O (left at 2:27)	O

