

CITY OF PRINCE RUPERT

2009 FIVE YEAR FINANCIAL PLAN BYLAW NO.3280, 2009

A BYLAW FOR THE CITY OF PRINCE RUPERT RESPECTING THE FIVE YEAR
FINANCIAL PLAN FOR THE PERIOD 2009 - 2013

The Council of the City of Prince Rupert in open meeting assembled enacts as follows:

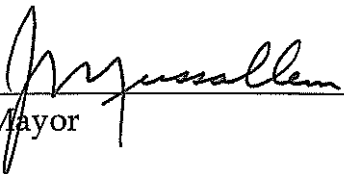
1. **Schedule "A"** attached hereto and made part of this Bylaw is hereby declared to be the Five Year Financial Plan of City of Prince Rupert for the period ending December 31st, 2013.
2. This Bylaw may be cited as **"2009 Five Year Financial Plan Bylaw No. 3280, 2009"**.

READ A FIRST TIME this 27th day of April, 2009.

READ A SECOND TIME this 27th day of April, 2009.

READ A THIRD TIME this 27th day of April, 2009.

FINALLY CONSIDERED AND ADOPTED this 11th day of May, 2009.



Mayor



Corporate Administrator

SCHEDULE "A" - FIVE YEAR FINANCIAL PLAN

Schedule "A"

CITY OF PRINCE RUPERT

2009 Five Year Financial Plan
April 27, 2009

The Community Charter requires certain information to be presented as part of the Five Year Financial Plan. The Section citations reference the Community Charter:

1) Portion of Funding from Revenue Sources (Section 165 (3.1)a)

Table 1 shows the proportion and value of the total revenue proposed to be raised from each funding source in 2009. Property value taxes form the greatest percentage of the revenue of the municipality. The property taxation system is relatively easy to administer and understand. It provides a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as fire protection, police protection, bylaw enforcement, libraries and street-lighting. For these reasons, property value taxation will continue to be the major source of municipal revenue.

User fees and charges form the second largest portion of planned revenue. Some municipal services, such as: water and sewer usage; recreation and transit usage, can be measured and charged for on a user-pay basis. This basis attempts to fairly apportion the value of a municipal service to those who make use of it.

Table 1

Revenue Sources	Percent % of Total Revenue	Dollar Value
Municipal Property Taxes	38.3%	\$ 13,794,000
Parcel Taxes	0.2%	\$ 62,000
Grants in Lieu of Taxes & Revenue Taxes	9.3%	\$ 3,348,000
User Fees & Charges	32.6%	\$ 11,758,000
Reserves & Operating Service	7.1%	\$ 2,567,000
Grants	12.6%	\$ 4,532,000
Proceeds From Borrowing	0.0%	\$ -
TOTAL	100.0%	\$ 36,061,000

Objective

- Council will attempt to increase the proportion of City revenue that is derived from sources other than property taxes.

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Policy

- Council has begun to review the fees charged for various services to ensure that the users of the service are paying a fair portion of the operating and capital cost of the service;
- Council will supplement infrastructure expenditures by aggressively pursuing federal and provincial grants; and,
- Council will encourage staff to develop new revenue sources.

2) Distribution of Property Value Taxes (Section 165 (3.1)(b))

The City of Prince Rupert determines the current tax rate for each property class by adjusting the prior year's tax rate by the BC Assessment generated statistic for *Change in Property Assessment Market Value* for that property classification. The adjusted tax rate is then increased or decreased by the percentage tax increase that Council has set for the current Financial Year.

By providing this consistency, taxpayers in the various classes have stability and confidence in knowing how their future tax bills will be calculated. The City also is required to follow the Provincial Regulation which sets the maximum rates for Port Property Taxes at capped rates of \$22.50/\$1,000 for new property ("New Construction") and \$27.50/\$1,000 for property and buildings that existed on the date the Port Property Tax Regulation came into effect ("Old Construction").

Table 2 shows the current property tax revenues of each classification.

Table 2

Property Class	% Of Tax Revenue	Dollar Value
Residential	42%	5,834,302
Utility	1%	144,869
Major Industry	3%	478,755
Port ("Old")	15%	2,101,083
Port ("New")	5%	651,240
Light Industry	3%	408,078
Business	30%	4,158,516
Recreation Non-profit	0%	16,436
Total	100%	13,793,278

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Objective

- Council will encourage economic development by minimizing tax increases.

Policy

- Council will review user fees to ensure that they are appropriate;
- Council will rely primarily on new development and grant opportunities to fund infrastructure and new amenities;
- Council will encourage economic development by providing the stability of using a consistent methodology for calculating property tax levies;
- Council will review its existing permissive property tax exemption practices; and,
- Council will continue to financially support an Economic Development Office.

3) Use of Permissive Tax Exemptions (Section 165 (3.1)(c))

Each year the City of Prince Rupert approves partial or full permissive tax exemptions for properties within the community.

Objectives

- Council will continue to provide permissive tax exemptions
- Council will consider expanding the permissive tax exemptions to include green development for the purpose of meeting our Climate Action Commitments.

Policy

- Council will develop a formal permissive tax exemption policy
- Permissive tax exemptions will be considered in conjunction with:
 - a) The value of other assistance being provided by the Community;and,
 - b) The amount of revenue that the City will lose if the exemption is granted.

The properties on Schedule A received partial or full permissive tax exemptions for 2009. The amount of Municipal Tax exempted was \$398,000.

Schedule "A"

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Schedule A

Legal Description	Owner/Occupier Identity	Exemption Amt.
Parcel A, Blk 1, Sec 5, Range 5, Plan 923, DL 251, LD 14	American Church Cathedral	\$29.79
Lot 1 Blk 32, Sec 9, Range 5, Plan PRP43461, LD 14	IIC Society for the Prevention of Cruelty to Animals	\$15.08
Lot 1, Blk 32, Sec 9, Range 5, Plan PRP43463, LD 14	IIC Society for the Prevention of Cruelty to Animals	\$933.94
Lot A, Blk 32, Sec 9, Range 5, Plan PRP43462, LD 14	IIC Society for the Prevention of Cruelty to Animals	\$13,660.71
Lots 25-30, Blk 35, Sec 8, Range 5, Plan 923, DL 251, LD 14	Bethel First Baptist Church	\$232.06
Lot 1, Range 5, Plan 10626, DL 251, LD 14	Church of Jesus Christ of Latter Day Saints Church	\$332.71
Lot A, Blk 16, Sec 1, Range 5, Plan 923, LD 14	City of Prince Rupert (Cultural Dance Centre & Carving House)	\$16,603.36
Parcel Assjon 28, Plan 5631, Except Plan 6006, DL 251, LD 14	City of Prince Rupert (Performing Arts Centre & Other)	\$144,419.36
Lot PT2, Sec 2, Range 5, Plan 6241, DL 1992, LD 14	City of Prince Rupert (Prince Rupert Entertainment Society)	\$2,356.89
Lot A, Blk W/G, Range 5, Plan PRP13592, DL 251, LD 14	City of Prince Rupert (Prince Rupert Heritage Committee #1 Pacific Place)	\$7,775.41
Lot A, Range 5, Plan 9409, DL 251, LD 14	City of Prince Rupert (Prince Rupert Racquet Association Centre)	\$12,296.86
Lot PT A, Blk 4, Range 5, Plan 5535, DL 251, LD 14	City of Prince Rupert (Prince Rupert Marine Rescue Society)	\$1,701.10
Block 4, Range 5, Plan 1594, DL 251, LD 14	City of Prince Rupert (Salmon Hatchery Facility)	\$2,909.29
Lot A, Range 5, Plan 7641, DL 251, LD 14	Fellowship Baptist Church	\$181.17
Parcel A, Blk 1, Sec 6, Range 5, Plan 923, DL 251, LD 14	First Presbyterian Church	\$421.97
Parcel A, Blk 32, Sec 1, Plan 923, DL 251, LD 14	Friendship House Association of Prince Rupert	\$5,298.36
Lot 16 W 1/2 15, Blk 11, Sec 6, Range 5, Plan 923, DL 251, LD 14	Harvest Time United Pentecostal Church	\$159.90
Lot A, Blk 3, Sec 6, Range 5, Plan 923, DL 1992, LD 14	Indo-Canadian Sikh Association Temple	\$186.49
Lot A, Range 5, Plan 11951, DL 251, LD 14	Jehovah's Witnesses Kingdom Hall	\$0.00
Lot 44, Blk 16, Sec 1, Range 5, Plan 923, DL 251, LD 14	Jehovah's Witnesses Kingdom Hall Parking Lot	\$190.29
Part Lot 1, Blk W/G, Plan 7176	Jim Pattison Ind. Ltd (Caulfield Municipal Boat Launch Facility)	\$6,904.48
Lot A, Range 5, Plan 8066, DL 251, LD 14	Kaien Island Daycare Services Family Resource Centre	\$6,978.60
Lots 7-11, Blk 10, Sec 6, Range 5, Plan 923, DL 251, LD 14	Kaien Senior Citizens' Housing	\$1,587.61
Lot 20-22, Blk 9, Sec 5, Range 5, Plan 923, DL 251, LD 14	Mennonite Brethren Church	\$365.76
Lot 22-24, Blk 11, Sec 2, Range 5, Plan 923, DL 1992, LD 14	New Life United Pentecostal Church	\$179.65
Lot 3, Block W/P/E, Range 5, Plan 2028, DL 251, LD 14	Northern British Columbia Museum Assoc.	\$51,662.92
Licence# 705373, Range 5, DL 1992 LD 14	Prince Rupert Amateur Radio Club	\$100.19
Lot 1, Blk 2, Sec 7, Range 5, Plan 923, DL 251, LD 14	Prince Rupert Association for Community Living	\$1,296.67
Parcel A, Blk 39, Sec 8, Range 5, Plan 923, DL 251, LD 14	Prince Rupert Church of Christ Church	\$352.08
Lots 15-16, Blk 32, Sec 1, Range 5, Plan 923, DL 251, LD 14	Prince Rupert Community Enrichment Society	\$2,700.46
Lot C, Range 5, Plan 4693, DL 251, LD 14	Prince Rupert Curling Club	\$16,455.12
Blk 4, Range 5, Plan 1594, DL 251, LD 14	Prince Rupert Golf Club	\$65,920.53
Blk PT 4, Range 5, Plan 1594, DL 251, LD 14	Prince Rupert Golf Club	\$5,518.39
Lot 13-14, Blk 36, Sec 1, Range 5, Plan 923, DL 251, LD 14	Prince Rupert Native Revival Centre	\$464.89
Lot 1, Range 5, Plan 11720, DL 251, LD 14	Prince Rupert Pentecostal Tabernacle	\$240.80
Licence# 705501 & B06202, Range 5, Plan 1456, DL 251, LD 14	Prince Rupert Rod & Gun Club Facility	\$9,854.54
Lot 19, Blk 36, Sec 1, Range 5, Plan 923, DL 251, LD 14	Prince Rupert Senior Centre Association Facility	\$3,060.52
Parcel A, Blk 39, Sec 8, Range 5, Plan 923, DL 251, LD 14	Prince Rupert Sikh Missionary Society Temple	\$359.68
Lot PT 2, Range 5, Plan 6241, DL 1992, LD 14	Prince Rupert Transition House	\$2,166.06
Lots 5-12, Blk 12, Sec 5, Plan 923, DL 251, LD 14	Roman Catholic Annunciation School	\$456.53
Lots 19-20, Blk 12, Sec 5, Plan 923, DL 251, LD 14	Roman Catholic Annunciation School Basketball Court	\$844.32
Lots 1 & 2, Blk 11, Sec 5, Range 5, Plan 923, DL 251, LD 14	Roman Catholic Annunciation School Gym	\$0.00
Lots A+B+15-18, Blk 12, Sec 5, Plan 3466, DL 251, LD 14	Roman Catholic Annunciation School Playground	\$1,310.35
Lots 1-4, Blk 12, Sec 5, Range 5, Plan 923, DL 251, LD 14	Roman Catholic Episcopal Church	\$193.86
Lot B, Blk 36, Sec 1, Range 5, Plan 923, DL 251, LD 14	Salvation Army Comps. Centre	\$55.83
Lots 24-25, Blk 7, Sec 5, Range 5, Plan 923, DL 251, LD 14	St. Paul's Lutheran Church	\$224.85
Lot 21, Blk 12, Sec 5, Range 5, Plan 923, DL 251, LD 14	United Church of Canada Parking	\$197.12
Lot 22, Blk 12, Sec 5, Range 5, Plan 923, DL 251, LD 14	United Church of Canada Parking	\$197.12
Lot 4, Range 5, Plan 9689, DL 251, LD 14	Prince Rupert Urban Aboriginal Justice Program	\$2,982.48
Lot 2, Blk 11, Range 5, Plan 923, DL 1992, LD 14	Prince Rupert Loyal Order of Moose	\$4,730.68
Estimated Total Permissive Property Tax Exemptions		\$398,496.85

Schedule "A"

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4) Proposed Expenditures (Section 165(4)(a))

The proposed expenditures for the current year are:

Operating Fund:	\$26,086,000
Sewer Fund:	5,155,000
Water Fund:	2,464,000
Solid Waste Fund	2,212,000
Budgeted Utility Fund Surplus	139,000
Transfer to Reserve	<u>5,000</u>
	\$36,061,000

5) Proposed Funding Sources (Section 165(4)(b) & Section 165(7)(a-e))

The proposed funding sources for the current year are:

Property Taxes	\$13,793,000
Parcel Taxes	62,000
Reserves	2,115,000
Utility Fees	6,125,000
Other Fees & Grants	13,134,000
Proceeds from Borrowing	Nil
Surplus	<u>\$832,000</u>
	\$36,061,000

6) Proposed Transfers Between Funds (Section 165(4)(c))

Net Interfund Transfers	
Fund	Amount
Sewer Fund	\$ (300,000.00)
General Fund	\$ 30,000.00
Solid Waste Fund	\$ 270,000.00

7) Amount Required to Pay Interest & Principal on Municipal Debt (Section 165(6)(a))

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The amount required to pay interest and principal on municipal debt is approximately \$921,000.

8) Amount Required for Capital Purposes (Section 165(6)(b))

Capital Purchases – \$775,000

Land & Buildings	\$25,000
Vehicles & Machinery	551,000
Other Equipment	<u>\$199,000</u>
	\$775,000

Capital Works – \$8,563,000

Significant projects include:

Duncan Road	\$1,100,000
Rushbrook Improvement Area	302,000
Spirit Square	365,000
Waterfront Trail	170,000
Tsimshian Peninsular Access Project	310,000
Hays Creek Sewer Main	4,000,000
Building Improvements	1,284,000
Waterline Replacements	485,000
Minor Projects	<u>547,000</u>
	\$8,563,000

9) The Amount Required for a Deficiency (Section 165(6)(c) & Section 165(9))

Nil

10) The Amount Required for Other Municipal Purposes (Section 165(6)(d))

Nil

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11) Proposed Transfers of Reserves (Section 165(8)(a))

The Financial Plan proposes the following transfers

<u>From:</u> General Reserve	\$1,840,000
Public Works / General	
Equipment	250,000
Land Reserve	\$25,000

<u>To:</u> General Operating Fund	\$2,115,000
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12) Proposed Transfers of Accumulated Surplus (Section 165(8)(b))

A number of projects were not completed in 2008. The resulting Accumulated Surplus funds will be used to fund the completion of the projects in 2009.

Sewer	\$410,000
General Operating Fund	<u>422,000</u>
	\$832,000

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2009 Financial Plan By Fund April 27, 2009					
Utilities	2009 Budget	2010 Budget	2011 Budget	2012 Budget	2013 Budget
Sewer					
Revenues	5,171,000	1,912,000	1,969,000	2,028,000	2,089,000
2008 Appropriated Surplus	410,000	-	-	-	-
Subtotal	<u>5,581,000</u>	1,912,000	1,969,000	2,028,000	2,089,000
Expenditures	5,155,000	1,765,000	1,781,000	1,798,000	1,815,000
Transfer to Solid Waste	300,000	-	-	-	-
Subtotal	<u>5,455,000</u>	1,765,000	1,781,000	1,798,000	1,815,000
Surplus (Deficit)	<u>126,000</u>	<u>147,000</u>	188,000	230,000	274,000
Water					
Revenues	2,464,000	2,510,000	2,557,000	2,605,000	2,654,000
Expenditures	2,464,000	2,217,000	2,247,000	2,278,000	2,310,000
Surplus (Deficit)	<u>-</u>	<u>293,000</u>	310,000	327,000	344,000
Solid Waste					
Revenues	1,955,000	2,004,000	2,054,000	2,106,000	2,159,000
Transfer from Sewer	300,000	-	-	-	-
Prior Year Surplus	-	-	-	-	-
Subtotal	<u>2,255,000</u>	2,004,000	2,054,000	2,106,000	2,159,000
Expenditures	2,212,000	2,030,000	2,050,000	2,070,000	2,091,000
Transfer to General Operating	30,000	-	-	-	-
Subtotal	<u>2,242,000</u>	2,030,000	2,050,000	2,070,000	2,091,000
Surplus (Deficit)	<u>13,000</u>	<u>(26,000)</u>	4,000	36,000	68,000

Schedule "A"

2009 Financial Plan By Fund April 27, 2009					
OPERATING	2009 Budget	2010 Budget	2011 Budget	2012 Budget	2013 Budget
<u>Revenues by Department</u>					
Airport Ferry	868,000	894,000	921,000	949,000	977,000
Cemetery	43,000	43,000	43,000	43,000	43,000
Corporate Administration	25,000	26,000	27,000	28,000	29,000
Development Services	507,000	522,000	538,000	554,000	571,000
Finance	15,000	15,000	15,000	15,000	15,000
FD Fire Protective Services	7,000	7,000	7,000	7,000	7,000
FD 911	240,000	240,000	240,000	240,000	240,000
FD Emergency Measures	10,000	10,000	10,000	10,000	10,000
Fiscal Revenues	6,705,000	6,087,000	6,133,000	6,178,000	6,224,000
Information Technology	6,000	6,000	6,000	6,000	6,000
PW Engineering	6,000	6,000	6,000	6,000	6,000
PW Common Revenues	18,000	19,000	20,000	21,000	22,000
RCMP	157,000	162,000	167,000	172,000	177,000
Rec. Centre Arena	196,000	202,000	208,000	214,000	220,000
Rec. Centre Civic Centre	185,000	191,000	197,000	203,000	209,000
Rec. Centre Community Services	17,000	18,000	19,000	20,000	21,000
Rec. Centre Pool	347,000	357,000	368,000	379,000	390,000
Transit	320,000	330,000	340,000	350,000	361,000
Victim Services	59,000	61,000	63,000	65,000	67,000
	9,731,000	9,196,000	9,328,000	9,460,000	9,595,000
Property Taxes	13,793,000	14,207,000	14,633,000	15,072,000	15,524,000
Transfer from Solid Waste Utility	30,000	-	-	-	-
Appropriated Surplus 2008 Cap Works	422,000	-	-	-	-
Reserves Capital Purchases	275,000	-	-	-	-
Reserves Capital Works	1,840,000	-	-	-	-
Total Operating Fund Revenues	26,091,000	23,403,000	23,961,000	24,532,000	25,119,000

Schedule "A"

2009 Financial Plan By Fund April 27, 2009					
	2009 Budget	2010 Budget	2011 Budget	2012 Budget	2013 Budget
OPERATING					
<u>Expenditures by Department</u>					
Airport Ferry	1,791,000	1,847,000	1,887,000	1,928,000	1,971,000
Capital Purchases	775,000	775,000	775,000	775,000	775,000
Capital Purchase funded by utilities	(301,000)	(301,000)	(301,000)	(301,000)	(301,000)
Capital Works	8,563,000	1,444,020	1,546,880	1,653,579	1,762,115
Capital Works funded by utilities	(4,875,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Cemetery	205,000	208,000	211,000	214,000	218,000
Civic Properties	325,000	328,000	331,000	334,000	337,000
Corporate Administration	534,000	544,000	554,000	565,000	576,000
Development Services	831,000	849,000	867,000	886,000	905,000
FD 911	412,000	423,000	434,000	446,000	458,000
FD Fire Protective Services	2,043,000	2,113,000	2,185,000	2,261,000	2,339,000
FD Emergency Measures	22,000	22,000	22,000	22,000	22,000
Finance	686,000	703,000	721,000	739,000	758,000
Finance Cost Allocation	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)
Fiscal Expenditures	2,176,000	2,201,000	2,226,000	2,251,000	2,277,000
Governance	278,000	284,000	290,000	296,000	302,000
Contributions to Support Other Organizations	1,598,000	1,613,980	1,630,120	1,646,421	1,662,885
Information Technology	358,000	365,000	372,000	379,000	386,000
Parks	911,000	929,000	948,000	967,000	987,000
PW Engineering	550,000	615,000	632,000	649,000	667,000
PW Common Costs	2,414,000	2,471,000	2,529,000	2,589,000	2,650,000
Allocation of PW Common Cost	(2,427,000)	(2,476,000)	(2,526,000)	(2,577,000)	(2,629,000)
PW Vehicles	811,000	823,000	836,000	849,000	862,000
Allocation of PW Vehicles	(948,000)	(957,000)	(967,000)	(977,000)	(987,000)
RCMP	3,992,000	4,102,000	4,165,000	4,228,000	4,293,000
Rec. Centre Arena	307,000	314,000	321,000	328,000	336,000
Rec. Centre Civic Centre	1,433,000	1,466,000	1,500,000	1,534,000	1,569,000
Rec. Centre Community Services	9,000	9,000	9,000	9,000	9,000
Rec. Centre Pool	1,095,000	1,120,000	1,146,000	1,173,000	1,201,000
Roads	2,149,000	2,185,000	2,221,000	2,259,000	2,297,000
Transit	630,000	637,000	644,000	651,000	658,000
Victim Services	89,000	91,000	93,000	95,000	97,000
Transfer to Reserves	5,000	5,000	5,000	5,000	5,000
Total Operating Fund Expenditures	26,091,000	23,403,000	23,957,000	24,527,000	25,113,000

Surplus(Deficit)

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