

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE
DATE: 2021 July 07

FROM: DIRECTOR FINANCE
FILE: 7600-20

SUBJECT: FINANCIAL REPORT AS AT 2021 PERIOD 05

The purpose of this memorandum is to provide the Financial Management Committee with an overview of the City's financial activity as of the end of Period 05 and to compare that activity with the 2021-2025 Financial Plan adopted by Council on 2021 May 10.

The City of Burnaby uses four week accounting periods to capture budget and posted accounting data. Therefore, this report is based on revenue and expenditure figures for closed 2021 Periods 01 to 05 (2021 January 01 to 2021 May 23).

The City has accrued known expenditures for Period 05 reporting; therefore, the expenditures reported reflect costs incurred to date for goods and services that have been delivered but not billed.

As a result of the COVID-19 pandemic, the City continued to face numerous disruptions to City operations and public services. To protect the well-being of both the public and City staff, the City has implemented several safety measures in alignment with Provincial and Federal health guidelines. With the recent announcement from the Public Health Officer (PHO) and the Provincial Government of BC's new 4-step Restart Plan, the City will make all necessary adjustments to its policies and operations to ensure the organization continues to be in alignment with Provincial guidelines as it moves forward to safely reopen more services to the public. The year end forecasts provided in this memorandum are based on current information and are subject to change due to the uncertainty of the pandemic.

In Tables 1 to 3, the Period 05 Variance is the difference between Period 05 Actual and Period 05 Budget. A positive number is a favourable variance which could result from either lower expenditures or higher revenue compared to budget. A negative number is an unfavourable variance which could result from either higher costs or lower revenue compared to budget. Variances identify any pressures or opportunities on the operating budget. Departments continue to proactively monitor their actual results compared to the approved budget on a monthly basis.

1.0 OPERATING BUDGETS

1.1. General Revenue Fund – Operations

The Corporate Strategic Plan continues to guide the departments in the delivery of services through the goals of: A Safe Community, A Connected Community, An Inclusive Community, A Healthy Community, A Dynamic Community and A Thriving Organization.

The following is a list of some initiatives to the end of 2021 Period 05:

- Burnaby Public Library has continued to remain open and provide various services to the public in a safe manner. For instance, the Home Library & Accessible Services staff have been connecting with patrons to offer help in registering for COVID-19 vaccines. Community librarians have been doing the same with residents who visit the Outreach Resource Centre, who do not have access to technology.
- Citizen Support Services (CSS) continued to focus on the enhanced Shop-by-Phone Grocery and Delivery Service to better accommodate the needs of seniors in our community. As volunteers are no longer able to assist with shopping, the City's Parks and Recreation staff worked with CSS to help fulfill shopping and delivering groceries three days per week. The City's GIS team populated addresses onto iPads, creating efficient grocery delivery routes for the delivery drivers. From January through to May this year, City staff have shopped for \$93,415 worth of groceries and delivered 1,350 orders. In addition, the Food Services Division collaborated with CSS during the same period helping to complete a total of 971 deliveries and providing 6,790 frozen meals to the City's vulnerable seniors.
- The Burnaby Fire Department has been focusing its growth in service levels to meet the increasing demands of citizens on Burnaby Mountain. The limited opportunities to provide fuel management activities, the general drying of the forest due to regional weather change, and increased human use and interactions has put this irreplaceable space at risk of wildland fire events. As a result, the growth in the department's Wildland Firefighting capabilities is critical to protecting these valuable environmental lands. During 2021, the department began to steadily increase its operational Wildland Firefighting capabilities and planning has already taken place to complete four Wildland fire response drills on Burnaby Mountain in summer 2021.
- The Solid Waste & Recycling Division received a \$128,000 bonus incentive from RecycleBC for recognition of providing high levels of diversion in 2020. To continue providing high levels of diversion, staff developed an outreach program for new Canadians to inform them of the recycling diversion programs at the City.

- The Recreation Division has seen both their Swimming and Skating programs being highly popular throughout the pandemic. Between January and April of this year, both programs have been operating at 90% of the reduced allowable capacity, resulting in 22,841 public swim patrons and 6,130 public skate patrons. These two (2) programs have been highly utilized on a consistent basis, particularly at the Fred Randall and Eileen Dailly facilities.
- Burnaby Village Museum hosted its annual Neighbourhood Speaker Series, in partnership with Burnaby Public Libraries. This series explored a range of topics shared by Indigenous speakers and knowledge keepers. These free, online events were offered through either Zoom or Facebook applications. The six talks, spread throughout late April and into May received a total live attendance of almost 400 participants and a total lifetime views of close to 5,000.
- The Burnaby Art Gallery (BAG) pivoted its school workshops to accommodate online learning for the 2020/2021 school year. Instructors and Fine Art Leaders re-worked four popular in-person workshops that explored different mediums, curriculum knowledge, and used works from BAG's permanent collection to engage theoretical and practical approaches to art practice. All workshops were presented via Zoom and kits were created to send to the participating schools. The Burnaby Art Gallery welcomed 1,400 students in over 60 classes throughout the school year and their school programs continue to be booked daily until the end of 2021 June.

Overall, the City is in a net favourable position of \$5.1M at the end of Period 05. This is due to lower than anticipated expenditures of \$7.3M primarily due to compensation savings and overall lower operating expenditures such as, professional development, consulting and contracted services, utilities, equipment maintenance, and grants & donations as a result of COVID-19 Public Health Order restrictions. The favourable position in expenditures is offset by \$2.2M in lower than budgeted revenues primarily due to lower parking revenues and Parks, Recreation and Cultural Services program and registration revenues due to the pandemic. The lower than anticipated revenues in these two areas have been partially offset by the higher than anticipated permit and fee revenues, business licence revenues and other external recoveries.

By year end, it is anticipated that revenue will continue to be unfavourable due to the continued loss of revenues within the parks, recreation and cultural programs from current pandemic capacity and activity restrictions and reduced parking revenues. The continued loss in revenue is forecasted to be offset by continued savings in compensation expenditures and other various operational expenditures. In addition, the City will utilize the remaining BC Restart Grant that was received in 2020 to help offset the continued revenue losses in 2021. It is anticipated at this time, that year end operating results will be favourable by \$5.9M.

To: Financial Management Committee
From: Director Finance
Re: Financial Report as at 2021 Period 05
2021 July 07..... Page 4

Table 1 below summarizes Period 05 General Revenue Operating results.

Table 1 – Revenue and Expenditures by Department to Period 05

Department - Revenue	P05 Actual	P05 Budget	P05 Variance Favourable/ (Unfavourable)	Variance %	2021 Annual Budget*	2021 Year End Forecasted Variance Favourable/ (Unfavourable)
Mayor & Council	6,771	9,808	(3,037)	(31.0%)	1,705,500	(219,000)
Human Resources	216	14,805	(14,589)	(98.5%)	821,600	(38,300)
Burnaby Public Library	4,103	47,388	(43,285)	(91.3%)	1,254,000	(127,000)
Information Technology	-	-	-	0.0%	777,800	(102,300)
Corporate Services Administration	-	-	-	0.0%	1,000,000	-
Corporate Communications & Marketing	-	11,250	(11,250)	(100.0%)	738,700	(152,500)
Climate Action & Energy	99,173	80,433	18,740	23.3%	766,600	17,500
City Clerk	1,854	192	1,662	865.6%	1,163,900	2,100
Legal Services	145,210	75,765	69,445	91.7%	445,300	-
Citizen Support Services	458,199	340,224	117,975	34.7%	515,200	122,500
Public Safety & Community Services Admin	(2,044)	7,692	(9,736)	(126.6%)	650,900	-
Business Licence & Property Management	8,605,855	7,986,628	619,227	7.8%	16,191,500	785,800
Burnaby Fire	121,415	54,203	67,212	124.0%	507,000	174,800
RCMP Burnaby Detachment	295,927	324,915	(28,988)	(8.9%)	4,211,700	197,900
Engineering	8,522,949	8,287,281	235,668	2.8%	26,390,300	(1,707,600)
Finance	422,236	337,300	84,936	25.2%	1,227,600	75,300
Planning & Building	7,583,073	6,813,920	769,153	11.3%	20,181,700	2,067,000
Parks, Recreation & Cultural Services	7,029,325	12,225,336	(5,196,011)	(42.5%)	36,609,800	(11,321,800)
Fiscal Items	7,753,758	6,610,158	1,143,600	17.3%	50,757,800	977,400
Tax Levy for City Services	292,488,553	292,502,700	(14,147)	0.0%	292,502,700	(14,100)
Total Revenue	\$333,536,573	\$335,729,998	(\$2,193,425)	(0.7%)	\$458,419,600	(\$9,262,300)

Department - Expenditures	P05 Actual	P05 Budget	P05 Variance Favourable/ (Unfavourable)	Variance %	2021 Annual Budget*	2021 Year End Forecasted Variance Favourable/ (Unfavourable)
Mayor & Council	893,147	1,265,054	371,907	29.4%	4,351,900	722,200
City Manager's Office	296,674	255,410	(41,264)	(16.2%)	664,900	(153,000)
Human Resources	2,410,498	2,159,552	(250,946)	(11.6%)	5,572,800	(621,500)
Burnaby Public Library	7,476,763	7,787,452	310,689	4.0%	15,922,500	343,000
Information Technology	17,685,284	17,873,549	188,265	1.1%	28,295,400	140,200
Corporate Services Administration	298,968	341,995	43,027	12.6%	1,798,000	126,700
Corporate Communications & Marketing	850,459	1,147,049	296,590	25.9%	2,863,500	332,600
Climate Action & Energy	541,489	608,808	67,319	11.1%	2,237,800	(21,100)
City Clerk	953,772	1,086,373	132,601	12.2%	3,374,100	222,800
Legal Services	817,892	903,484	85,592	9.5%	2,082,300	(54,300)
Citizen Support Services	491,455	424,676	(66,779)	(15.7%)	1,139,000	(157,500)
Public Safety & Community Services Admin	1,131,601	1,227,289	95,688	7.8%	2,946,800	(25,200)
Business Licence & Property Management	4,902,850	4,865,052	(37,798)	(0.8%)	11,818,000	(365,700)
Burnaby Fire	20,420,652	20,933,856	513,204	2.5%	50,789,200	335,000
RCMP Burnaby Detachment	18,001,312	18,248,416	247,104	1.4%	69,177,600	238,000
Engineering	51,117,293	52,549,069	1,431,776	2.7%	88,717,300	123,000
Finance	5,281,902	5,914,519	632,617	10.7%	14,889,800	1,119,100
Planning & Building	6,547,063	7,447,777	900,714	12.1%	19,059,600	1,515,900
Parks, Recreation & Cultural Services	41,256,081	45,170,955	3,914,874	8.7%	105,366,200	12,112,300
Fiscal Items	1,727,841	211,406	(1,516,435)	(717.3%)	27,352,900	(818,700)
Total Expenditures	\$183,102,996	\$190,421,741	\$7,318,745	3.8%	\$458,419,600	\$15,113,800
Net Result	\$150,433,577	\$145,308,257	\$5,125,320	3.5%	\$0	\$5,851,500

*2021 Annual Budget includes budgeted funding and expenditures for operating initiatives approved from one-time funding reserves including Stabilization, Surplus, Gaming and Gaming Interest, Climate Action and Operating Housing.

The major revenue and expenditure variances for Period 05 and forecasted to year end in General Revenue Operations are as follows:

Revenues at Period 05 are unfavourable by \$2.2M or 0.7%; revenues forecasted at year end are unfavourable by \$14.2M or 3.1%.

Business License & Property Management: A favourable variance at Period 05 of \$0.6M is primarily due to higher than anticipated home rental business licence revenues and commercial leases of one sales centres and the various tenants at the newly acquired Christine Sinclair Community Centre that were not anticipated. It is estimated that by year end the favourable variance will slightly increase to \$0.8M.

Engineering: A favourable variance at Period 05 of \$0.2M is primarily due to the following: \$0.4M higher than anticipated private funds received for third party service connections which are offset by additional expenditures, \$0.2M due to an unbudgeted grant received from Translink, and \$0.4M lower than expected parking revenue due to COVID-19. It is anticipated that this will change to an unfavourable variance of \$1.7M primarily due to continued lower parking meter revenues.

Planning & Building: A favourable variance at Period 05 of \$0.8M is primarily due to higher than budgeted permit & fee revenues due to higher development activity throughout the City. It is estimated that by year end, this favourable variance will increase to \$2.1M as permit & fee revenues continue to show higher development activity than budgeted.

Parks, Recreation and Cultural Services: An unfavourable variance at Period 05 of \$5.2M is mainly due to lost revenues for programs and activities from the continued Public Health Order restrictions in response to COVID-19. The lost revenue consists of \$5.8M from user fees & program revenues in recreational and cultural services, \$1.2M from lower activity in food services, and \$0.3M in decrease rental and lease revenues. This is offset by \$1.9M in higher than anticipated revenues in golf services and \$0.2M from grants and external recoveries. By year end, it is forecasted that the unfavourable variance will increase to \$11.3M primarily due to the continued lost revenues in user fees and program revenues and lower rental and lease revenues, which has been offset by utilizing the remaining \$4.9M BC Restart Grant that was received in 2020.

Fiscal: A favourable variance at Period 05 of \$1.1M is mainly due to the following being higher than budgeted: \$0.5M of external recoveries received from Emergency Management British Columbia (EMBC) for COVID-19 response activities, \$0.5M due to other various external recoveries, grants and vendor adjustments/credits from external third parties such as Shaw, TELUS, and WorkSafeBC (offset by additional WCB claim expenditures) and \$0.1M in higher than anticipated investment income. It is anticipated that the year end forecast will remain favourable by \$1.0M primarily due to the external recoveries received from EMBC for COVID-19 response activities and from WorkSafeBC.

Expenditures at Period 05 are favourable by \$7.3M or 3.8%; expenditures forecasted to year end are favourable by \$15.1M or 3.3%.

Mayor & Council: A favourable variance at Period 05 of \$0.4M is attributable to cancellations and delays of Council and Board/Committee activities, compensation savings and consulting services savings. It is forecasted that these savings will continue by year end with a favourable variance of \$0.7M.

Human Resources: A unfavourable variance at Period 05 of \$0.3M is mainly due to higher compensation expenditures to meet operational requirements and higher than budgeted legal expenditures. By year end it is expected that the unfavourable variance will increase to \$0.6M primarily due to the aforementioned factors.

Burnaby Public Library: A favourable variance at Period 05 of \$0.3M is primarily due to compensation savings of \$0.2M due to temporary reduced service levels as a result of COVID-19 and vacant positions and \$0.1M in savings from professional development and other operational expenditures. It is estimated that the year end forecast will remain favourable at \$0.3M.

Information Technology: A favourable variance at Period 05 of \$0.2M is mainly attributable to staff vacancies. It is estimated that this favourable variance will decrease slightly to \$0.1M by year end.

Corporate Communications & Marketing: A favourable variance at Period 05 of \$0.3M is primarily due to compensation savings as a result of staffing levels. It is expected that by year end the forecasted variance will remain at \$0.3M.

Burnaby Fire: A favourable variance at Period 05 of \$0.5M is due to compensation savings based on current staffing levels and lower expenditures in various operational expenditures such as professional development due to delays in training caused by COVID-19, communication expenses and materials. By year end it is forecasted that this variance will be \$0.3M favourable as it is anticipated that a higher volume of training and other operational expenditures will be incurred towards the end of the year.

RCMP Burnaby Detachment: A favourable variance at Period 05 of \$0.2M is primarily attributable to \$0.5M in civilian staffing vacancies and \$0.1M from lower E-Comm expenditures. These savings are offset by a \$0.4M unfavourable variance primarily due to higher than anticipated expenditures under the RCMP contract which were primarily driven by increased equipment expenditures. By year end it is anticipated the overall RCMP favourable variance will remain at \$0.2M favourable due continued civilian staffing vacancies.

Engineering: A favourable variance at Period 05 of \$1.4M is mainly due to lower consulting and contracting expenditures of \$0.7M, lower equipment purchases & maintenance of \$0.3M, lower building services expenditures of \$0.2M and lower insurance expenditures of \$0.2M. By year end, it is expected that the majority of the areas mentioned above will see a higher level of activity throughout the summer months and will bring year end results in line with budget.

Finance: A favourable variance at Period 05 of \$0.6M is primarily due to \$0.4M from compensation savings related to vacancies and \$0.2M savings in various operating expenditures such as software maintenance, professional development, consulting services, and materials & supplies. This variance is expected to be favourable at \$1.1M by year end mainly due to compensation savings.

Planning & Building: A favourable variance at Period 05 of \$0.9M is mainly due to savings of \$0.5M attributed to staff vacancies, and savings of \$0.4M from lower consulting & contracted services. This variance is expected to increase to \$1.5M favourable by year end primarily due to continued staff vacancies.

Parks, Recreation and Cultural Services: A favourable variance at Period 05 of \$3.9M is primarily due to compensation savings of \$2.6M from staffing levels and Public Health Order restrictions due to COVID-19. In addition, savings of \$1.0M due to lower than budgeted various operating expenditures such as materials & supplies, consulting services and utilities. Furthermore, savings of \$0.3M due to fewer recreation subsidies provided mainly due to reduced service levels. By year end, it is forecasted that the favourable variance will increase to \$12.1M primarily due to lower compensation costs of \$5.0M, lower various operating expenditures of \$6.0M and \$1.1M lower than anticipated recreation subsidies provided as a result of the continued Public Health Order restrictions.

Fiscal: An unfavourable variance at Period 05 of \$1.5M is primarily due to higher than budgeted employee benefits expenditures. This is mainly due to higher than anticipated WCB expenditures related to higher WCB premium rates and claim expenditures (offset by higher WCB recoveries). Furthermore, there were higher increases in CPP and extended health benefit premium rates and other compensation related expenditures. It is anticipated that this variance will remain unfavourable by \$0.8M at year end.

1.2 Sanitary Sewer Fund - Operations

Table 2 summarizes Period 05 Sanitary Sewer Fund operating results which show a favourable net variance of \$1.3M.

Table 2 – Sanitary Sewer Fund - Revenue and Expenditures to Period 05

	Period 05 Actual	Period 05 Budget	Period 05 Variance Favourable/ (Unfavourable)	Variance %	2021 Annual Budget	2021 Year End Forecasted Variance Favourable/ (Unfavourable)
Revenue	43,904,487	42,807,714	1,096,773	2.6%	49,616,000	1,100,000
Expenditures	2,901,386	3,146,104	244,718	7.8%	49,616,000	428,000
Net Result	\$41,003,101	\$39,661,610	\$1,341,491	3.4%	\$0	\$1,528,000

The Sanitary Sewer Fund's current net favourable variance of \$1.3M is mainly due to \$1.1M in higher than anticipated sewer use revenues due to increased usage resulting from a higher growth in new strata apartment/townhome units. This is offset by \$0.3M in lower than anticipated metered sewer revenues due to lower commercial activity. A remaining favourable revenue variance of \$0.3M is primarily due higher private funds received from an increase in third party sewer connections activity. Period 05 expenditure variance is \$0.2M favourable due to activities in various operating expenditures. It is estimated that by year end, the favourable net variance will increase to \$1.5M primarily due to the higher unit growth in the year.

1.3 Waterworks Utility - Operations

Table 3 summarizes Period 05 Waterworks Utility Fund operating results which show a favourable net variance of \$1.7M.

Table 3 – Waterworks Utility - Revenue and Expenditure to Period 05

	Period 05 Actual	Period 05 Budget	Period 05 Variance Favourable/ (Unfavourable)	Variance %	2021 Annual Budget	2021 Year End Forecasted Variance Favourable/ (Unfavourable)
Revenue	49,341,815	47,895,408	1,446,407	3.0%	55,727,100	1,400,000
Expenditures	19,351,888	19,584,755	232,867	1.2%	55,727,100	532,000
Net Result	\$29,989,927	\$28,310,653	\$1,679,274	5.9%	\$0	\$1,932,000

Waterworks Utility currently has a net favourable variance of \$1.7M. Period 05 revenue variance is \$1.4M favourable, mainly due to \$1.2M in higher than anticipated flat water revenues resulting from higher growth in new strata apartment/townhome units. This is offset by lower than anticipated metered water revenues of \$0.2M as a result of lower commercial activity. Furthermore, a favourable variance of \$0.4M in higher than anticipated private funds received for third party water connections resulting from higher activity. Period 05 expenditures variance is \$0.2M favourable mainly due to compensation savings of \$0.4M which is offset by \$0.2M in higher contractor & consulting services. By year end, it is forecasted that Waterworks Utility's net favourable variance will increase to \$1.9M primarily due to increase in compensation savings.

2.0 CAPITAL PLAN

The capital plan total for 2021 is \$293.6M. The 2021 capital expenditures to the end of Period 05 are \$70.9M. To date, 24.2% of the planned capital expenditures have been spent compared to 15.4% in the same period in 2020.

2.1 Capital Expenditure Summary

	Period 05 Actual	2021 Annual Plan	Remaining Plan	Period 05 Actual to Plan %
Total	\$70,933,932	\$293,590,600	\$222,656,668	24.2%

2.2 2021 Capital Expenditures by Departmental Program

Department	2021 Annual Plan	2021 Reallocations /Contingency*	2021 Current Plan	2021 Period 05 Actual	2021 Remaining Plan
OFFICE OF THE CITY MANAGER					
BURNABY PUBLIC LIBRARY					
LIBRARY BUILDINGS	804,700	(350,000)	454,700	131,977	322,723
LIBRARY MATERIALS	1,702,600	-	1,702,600	517,178	1,185,422
LIBRARY EQUIPMENT	350,000	-	350,000	-	350,000
TOTAL LIBRARY	2,857,300	(350,000)	2,507,300	649,155	1,858,145
INFORMATION TECHNOLOGY					
INFRASTRUCTURE EQUIPMENT	3,925,600	40,500	3,966,100	1,314,260	2,651,840
BUSINESS SOLUTIONS PROGRAM	3,724,200	-	3,724,200	781,336	2,942,864
TOTAL INFORMATION TECHNOLOGY	7,649,800	40,500	7,690,300	2,095,596	5,594,704
CORPORATE CAPITAL CONTINGENCY	6,000,000	(1,299,007)	4,700,993	-	4,700,993
OFFICE OF THE CITY MANAGER SUBTOTAL	16,507,100	(1,608,507)	14,898,593	2,744,751	12,153,842
CORPORATE SERVICES					
CORPORATE SERVICES					
ADMINISTRATION	2,125,400	71,007	2,196,407	70,275	2,126,132
TOTAL CORPORATE SERVICES	2,125,400	71,007	2,196,407	70,275	2,126,132
CORPORATE SERVICES SUBTOTAL	2,125,400	71,007	2,196,407	70,275	2,126,132
PUBLIC SAFETY & COMMUNITY SERVICES					
ADMINISTRATIVE SERVICES					
EQUIPMENT	638,200	15,000	653,200	692	652,508
TOTAL ADMINISTRATIVE SERVICES	638,200	15,000	653,200	692	652,508
BUSINESS LICENCE & PROPERTY MGMT					
DEER LAKE CENTRE	935,000	17,500	952,500	92,463	860,037
IRMIN COMPLEX	150,000	-	150,000	-	150,000
CITY HALL COMPLEX	97,000	50,000	147,000	95,247	51,753
TOTAL BUSINESS LICENCE & PROPERTY MGMT	1,182,000	67,500	1,249,500	187,710	1,061,790
BURNABY FIRE DEPARTMENT					
FIRE VEHICLES	5,350,000	-	5,350,000	2,399,707	2,950,293
FIRE EQUIPMENT	1,769,800	-	1,769,800	186,812	1,582,988
TOTAL FIRE	7,119,800	-	7,119,800	2,586,519	4,533,281
RCMP BURNABY DETACHMENT					
RCMP BUILDINGS	1,760,700	400,000	2,160,700	271,554	1,889,146
RCMP EQUIPMENT	200,000	-	200,000	-	200,000
TOTAL RCMP BURNABY DETACHMENT	1,960,700	400,000	2,360,700	271,554	2,089,146
PUBLIC SAFETY & COMMUNITY SERVICES SUBTOTAL	10,900,700	482,500	11,383,200	3,046,475	8,336,725

To: Financial Management Committee
 From: Director Finance
 Re: Financial Report as at 2021 Period 05
 2021 July 07..... Page 10

Department	2021 Annual Plan	2021 Reallocations /Contingency*	2021 Current Plan	2021 Period 05 Actual	2021 Remaining Plan
ENGINEERING					
FACILITIES MANAGEMENT	9,602,300	605,000	10,207,300	2,063,664	8,143,636
INFRASTRUCTURE	66,324,200	-	66,324,200	15,590,272	50,733,928
TRANSPORTATION	6,384,000	100,000	6,484,000	782,106	5,701,894
VEHICLES & EQUIPMENT	10,114,400	-	10,114,400	3,275,608	6,838,792
ENGINEERING SUBTOTAL	92,424,900	705,000	93,129,900	21,711,650	71,418,250
FINANCE					
VEHICLES & EQUIPMENT	120,000	-	120,000	80,455	39,545
EQUIPMENT	19,000	-	19,000	-	19,000
FINANCE SUBTOTAL	139,000	-	139,000	80,455	58,545
PLANNING & BUILDING					
GENERAL CIVIC PROJECTS	80,000	108,485	188,485	32,494	155,991
LAND ASSEMBLY AND DEVELOPMENT	15,750,000	(108,485)	15,641,515	4,906,065	10,735,450
MAJOR CIVIC PROJECTS	116,701,200	350,000	117,051,200	34,837,277	82,213,923
PLANNING & BUILDING SUBTOTAL	132,531,200	350,000	132,881,200	39,775,836	93,105,364
PARKS, RECREATION, AND CULTURAL SVCS					
CULTURAL FACILITIES	1,948,100	-	1,948,100	238,952	1,709,148
GOLF FACILITIES	4,019,700	-	4,019,700	195,680	3,824,020
PARK FACILITIES	22,682,700	-	22,682,700	2,288,760	20,393,940
VEHICLES & EQUIPMENT	5,330,700	-	5,330,700	578,292	4,752,408
PROPERTY ACQUISITIONS	3,000,000	-	3,000,000	-	3,000,000
RECREATION FACILITIES	1,981,100	-	1,981,100	202,805	1,778,295
PARKS, RECREATION AND CULTURAL SVCS SUBTOTAL	38,962,300	-	38,962,300	3,504,489	35,457,811
GRAND TOTAL	293,590,600	-	293,590,600	70,933,931	222,656,669

**Reallocations & Contingency:*

Transfers of an amount from an approved Capital Plan Project to another Capital Project primarily to address accelerated project delivery, escalating bid prices, or an unplanned priority project. For approved Capital Projects, Plan is transferred from projects which are under budget, or have fallen behind schedule. For unplanned priority projects, transfers must be approved by City Manager and transferred from the Contingency plan.

2.3 Capital Progress Report

The following departmental sections highlight the progress of selected capital projects at the end of Period 05. Capital projects are often multi-year projects with various milestones or stages of completion.

2.3.1 Corporate Services

Administration – Electric Vehicle Charging Stations

- This project aims to support the City's Climate Emergency goals with GHG emissions reductions by providing new EV (Electric Vehicle) charging infrastructure for fleet vehicles stationed at Civic facilities and works yards. Design work has been completed which includes Level 2 EV chargers, a solar canopy, a new electrical kiosk and a pad mounted transformer. It is anticipated that the EV chargers will be operational by 2022 March 31 and the photovoltaic (PV) solar canopy to be completed by 2022 May 31.

2.3.2 Information Technology

Business Solutions – Burnaby.ca Transformation

- This project will update the City's existing website (burnaby.ca) with a new design to better meet the needs of our community by providing a citizen-centric, service-oriented web experience with easier access and navigation to the City's online services. This project is currently in the development & quality assurance phase with plans to go live by late summer 2021.

Business Solutions - Recreation Activity Management System Replacement

- This project will replace the current Parks & Recreation information management system with a cloud solution to enhance users' experience, improve business processes and make overall solution more scalable, efficient and cost effective. The procurement phase is nearing completion with vendor approval estimated to be completed by the end of June. Implementation will begin in the fall.

Business Solutions – Business Licence & Anniversary Billing

- This project will migrate business licence functionality and data to the Tempest system to enable transition to anniversary billing model. Tempest will provide out of the box online services to provide enhanced citizen services. This project is currently in the testing phase with a planned go live of 2021 September.

2.3.3 Public Safety & Community Services

Fire Department – Fire Truck – Replacements

- The Fire Department received two new Engine trucks at the end of April while a third vehicle, an aerial platform ladder truck, is now in Canada where final inspections are being performed and deficiency lists are being addressed. All three trucks are anticipated to be in-service by the fall/winter of 2021 once outfitting and training are complete.

RCMP Detachment – Offsite Exhibit Storage Space

- The offsite exhibit storage space located in the Edmonds Area is now complete. This space serves as a depository of RCMP exhibits in accordance with RCMP-approved security standards and zoning bylaw requirements.

2.3.4 Engineering

Infrastructure Projects – Lougheed Highway Upgrade Austin to Underhill

- New sidewalks and bike paths were installed along the south side of Lougheed between Austin to Underhill and beautification of the median was also completed. Remaining works are anticipated to be substantially complete by 2021 November 30.

Facilities Management – City Building:

- The design of the 2021 re-roofing projects comprising of two sites located at City Hall and Confederation Park has been completed. Tendering and re-roofing construction will begin in 2021 July.

Transportation – Traffic Management Projects

- Various traffic improvements have been completed in 2021 including installations of:
 - A full traffic signal at Byrne Road and Market Crossing;
 - A pedestrian signal at Moscrop Secondary and Barker Crescent;
 - Four new bus shelters on Canada Way, Kensington Avenue and Curtis Street;
 - A 380 metre long bus queue jump lane on Broadway (South) at Gaglardi Way;
 - Seven new traffic cameras and the Traffic Management Centre video wall;
 - BC Parkway crossing improvements at two locations (Rumble Street and at Macpherson Avenue); and,
 - Advanced Bus Detection and Signal System to facilitate bus left turn from Central Boulevard into Metrotown bus loop.

Vehicles and Equipment

- Eight new tandem dump trucks with snow operations packages have been received by the City.

2.3.5 Planning & Building

Land Assembly & Development

- Annually, the City funds the purchase of properties for a variety of civic uses. At the end of Period 5, two parcels have been purchased to support and complete the City's adopted plans.

Major Civic Projects - Child Care on SD41 Lands

- This project includes the design and construction of child care facilities on School District lands as per the Memorandum of Understanding between the City and SD41. The Stride Avenue child care facility is under construction and will be completed in 2021.

Major Civic Projects - Police Drug Processing Facility

- The RCMP drug processing facility space has been completed and is now in operation. The construction of a space for high potency drug processing will ensure the health and safety of personnel working within the space, as well as those working outside the space in the RCMP Detachment.

2.3.6 Parks, Recreation & Cultural Services

Parks Facilities – Oakland Staircase Replacement

- The Royal Oakland Staircase project is complete and open to the public. The work included demolition of select hard and soft landscapes, installation of new concrete, asphalt, lighting and planting. The staircase provides a connection from Deer Lake Park to Royal Oak Avenue.

Parks Facilities – Central Park Perimeter Trail

- The Central Park perimeter project along Imperial Street is now complete and provides the third section of the multi-use trail segment that circumnavigates the perimeter of the park. This section is 800 meters from Willingdon to Boundary and connects to the BC Parkway Patterson Skytrain Station, providing a key pedestrian link moving patrons from the outdoor pool, Swangard Stadium and the BC parkway.

To: Financial Management Committee
From: Director Finance
Re: Financial Report as at 2021 Period 05
2021 July 07..... Page 14

3.0 CONTRACT AWARDS

Attachment 1 provides a listing of all contract awards between \$250,000 and \$1,000,000 signed by the City Manager to the end of 2021 Period 05.

This financial update is provided for the information of the Financial Management Committee.

A handwritten signature in black ink, appearing to be 'Noreen Kassam', with a stylized, sweeping flourish at the end.

Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:RG / md:dg

Attachment: 1 – Purchase Orders Between \$250,000 - \$1,000,000 as at 2021 Period 05

Copied to: Members of Council
Acting City Manager
Members of Management Committee
City Clerk

Attachment 1

Purchase Orders between \$250,000 - \$1,000,000 as at 2021 Period 05

Purchase Order	Purchase Order Name	Supplier Name	Total Value (\$)*	Currency
4100196877	Supply and Delivery of NetApp Equipment, Software and Services	CDW Canada Corp	851,424.14	CAD
4100201287	Artist for Burnaby Lake Aquatic and Arena Public Art Project	7302754 Canada Inc	787,500.00	CAD
4100199998	Electric Ice Resurfacers	Kendrick Equipment (2003) Ltd	638,833.44	CAD
4100199415	2021 Construction Inspection Services	ISL Engineering and Land Services Ltd	609,770.00	CAD
4100199145	Glenwood and Willingdon Heights Watermain and Road Upgrades	Aplin & Martin Consultants Ltd	609,766.50	CAD
4100200534	Burnaby Disaster Risk Assessment	ONEC Construction Inc	527,593.50	CAD
4100201858	Insurance Brokerage Services	Aon Reed Stenhouse Inc	489,553.00	CAD
4100199416	2021 Construction Inspection Services	Aplin & Martin Consultants Ltd	480,480.00	CAD
4100201357	2021 Supply and Installation of Holiday Lights and Decorations	Festilight Decor Inc	453,607.84	CAD
4100200818	Commercial Gutter Cleaning, Maintenance and Minor Repair Services	Marine Roofing Repair & Maintenance	401,000.00	CAD
4100199079	Tandem Axle Dump Truck with Snow Plows and Spreaders	First Truck Centre Vancouver Inc	392,556.64	CAD
4100196571	2021 Tyler EnerGov Annual Maintenance	Tyler Technologies Inc	323,437.51	CAD
4100198893	Bill Copeland Sports Complex - Dehumidifier Replacement	Fraser Valley Refrigeration Ltd	321,567.75	CAD
4100200439	Cargo Vans Long Length High Roof - Engineering	Coastal Ford Sales Limited	318,360.00	CAD
4100198744	Artist for South Burnaby Ice Arena Public Art Project	Jill Anholt Studio Incorporated	314,824.65	CAD
4100201236	Supply and Delivery of Cisco Network Switches	Insight Canada Inc	289,977.18	CAD
4100200053	Articulating 4 Wheel Drive Loader - Engineering	Finning International Inc	286,160.00	CAD
4100197770	Local Area Service Program - Phillips Avenue	RF Binnie & Associates Ltd	281,694.00	CAD
4100200284	2021 Barnet Culvert Rehabilitation Program	Parsons Inc	265,025.25	CAD
4100200973	Consulting Services for Outdoor Sports Box	Carscadden Stokes McDonald	254,853.90	CAD
4100199004	2021 Storm Sewer Extensions	Aplin & Martin Consultants Ltd	250,566.75	CAD

*Total Value is inclusive of all applicable sales taxes