



OFFSITE LEVY PROGRAM

MOVING FORWARD

OFF-SITE LEVY PROGRAM – MOVING FORWARD

- In moving forward with the new MGA changes and the nine (9) recommendations highlighted in the 2018 Off-site levy report, administration is developing a process improvement work plan aimed towards enhancing the overall management of the County's off-site levy program.
- The process improvement work plan will focus on the following three (3) areas:



POLICY & PLANNING

Policy &
Planning

Process &
Service
Delivery

Resource
Capacity

- Review and update administrative procedure **PD05-P1** to enable the County to defer a front-ending payment to itself in any year (as recommended in the 2018 report)
- Amend Bylaw **2015-07** to add the additional infrastructure (Community facilities) if the County considers collecting off-site levies for such infrastructure types and start to develop the necessary supporting documentation.
- Review and update infrastructure master plans which are used for infrastructure cost allocations.

PROCESS & SERVICE DELIVERY

- Process mapping of Off-site levy procedures
- Procedure manuals for maintaining and updating materials related to the Off-site levy program (model, bylaws, policies, GIS)
- Enhanced data reporting through GIS integration (GIS information to be used concurrently with the OSL model)
- **OUTCOME:** Defined processes improves communication & collaboration between internal staff across different departments (Engineering, Finance, Planning)
- Estimated completion by end of 2019

Policy & Planning

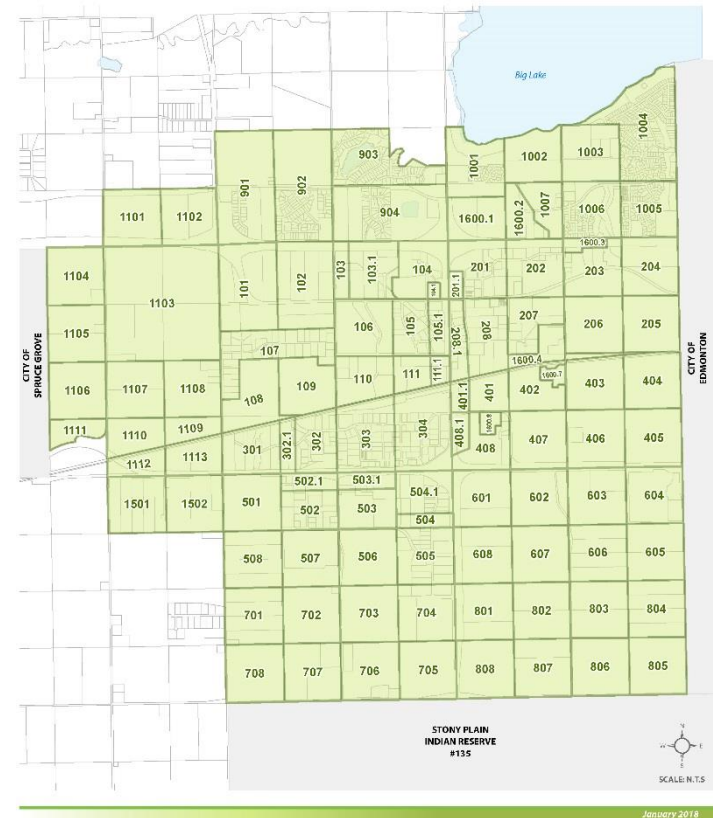
Process & Service Delivery

Resource Capacity

Off-Site Levy Projects



Schedule A: Acheson/Big Lake Benefitting Areas



RESOURCE CAPACITY

Policy &
Planning

Process &
Service
Delivery

Resource
Capacity

- **Training:**

- Additional Staff from Planning, Engineering, and Finance will receive specific training on the Off-site levy model from CORVUS Business Advisors (training is tentatively scheduled to begin in Mid-July)

- **OUTCOME:** Improvement to the annual levy tracking/reporting

THANK YOU

