

2012 Spring Budget Adjustment Summaries:

Revenues:

<u>Planning – Increase in Revenues</u>	\$105,000
Revenues for residential and commercial/industrial development permits has been increased by \$65,000 as well as electrical, plumbing, and gas permit revenue has been increased by \$40,000 as Planning and Development Services anticipates the number of permits to stay consistent with the prior year.	
<u>Recreation & Parks – Decrease in Art Donation</u>	-\$7,500
This contribution was originally budgeted at \$15,000. This has been reduced by \$7,500. Parkland County has maintained the \$20,000 expense for art program purchases.	
<u>Recreation & Parks – Decrease in Swim Fee Revenue</u>	
Reduction in expected revenue for bulk purchase option for schools/groups and a punch pass option. Note this will require a change to the 2012 Fees and Charges (Attachment 4).	-\$2,500
<u>Engineering – Increase in MSI Capital Funding</u>	\$42,000
Increase MSI Capital funding for RR32. This request is to offset the costs directly related to the acquisition of a Brush Mower attachment in the amount of \$42,000. By increasing the MSI contribution releases \$42,000 in tax for this acquisition; maintaining Engineering Services overall tax contribution unchanged from adopted budget last December.	
<u>Engineering – Transfer from Restricted Surplus – Future Roads</u>	\$77,490
Missed bringing in funding from Restricted Surplus for BF76311.	
<u>Water & Wastewater – Decrease in Amortized Revenue on Prepaid Frontage</u>	-\$4,491
Adjust amortized revenue to align with funding schedule.	
<u>Water & Wastewater – Increase in Utility Rates</u>	\$198,523
Increase in Regional Sewer rates - Golf Course (\$140,498) and Villeneuve (\$58,025) as approved by council on March 13, 2012 (RFD 12-039).	
<u>General Municipal – Increase in Revenue</u>	
Increase in revenue for penalties on outstanding property tax accounts.	\$125,000

Expenses:

<u>Assessment – Linear Assessment</u>	\$70,000
Fee increase from Municipal Affairs on linear assessment.	
<u>Parkland County Logo Re-branding</u>	\$300,000
Estimated costs for logo re-branding (letterhead, envelopes, business cards, signs, decals on fleet equipment, website and document templates, name tags, flags, brochures, maps).	
<u>Information Management – Casual Wages & Benefits</u>	\$17,593
To increase the use of casual staff to expedite the records management implementation and mitigate the overtime hours accrued by staff due to increased FOIP and routine information requests.	
<u>Information Systems – Increase for SQL Software Licensing</u>	\$100,000
This project brings Parkland County into compliance with the Microsoft SQL Server licensing model. Presently we have one CPU license for the SQL server; the new licensing model requires us to add three new licenses for the two SQL server hosts that run two CPU's each. This project also enhances our SQL server environment from security and capacity perspectives.	

Expenses con't

<u>Information Systems – Network Monitoring Software</u>	\$20,000
Install network monitoring and reporting software to effectively manage the configuration, health, performance of networks, servers, applications and users through a single, integrated software package. This project will enhance the ability to efficiently manage bandwidth use, restrict access to inappropriate internet sites and monitor network usage.	
	\$6,000
<u>Information Systems – Furniture</u>	
Removal of existing office furniture and installation of new furniture in the IT Technician's office that provides a work bench to assemble and repair computers and other devices.	
<u>Information Systems – Server Equipment project</u>	\$6,000
Additional server equipment is needed to provide greater redundancy to our core environment. We need to enhance our backup environment, add a domain controller at the County Services Building and modify our SQL database server to comply with growth and Microsoft licensing changes.	
<u>Geographic Information Systems – Registered Parcel Development Plan Digital Conversion</u>	\$21,592
A collaborative project between Legislative & Administrative, Planning & Development and Assessment Services to move towards integrated GIS and records management that provides staff with enhanced search and access capability to all legal land location and development activity information. This project will digitize 5,400 paper Registered Parcel Development Plans (\$10,800). Wages and Benefits for casual staff to complete the project (\$10,792).	
<u>Environmental Management – Remove transfer to Environmental Restricted Surplus</u>	\$-100,000
Remove transfer to ensure we stay within policy of the \$800,000 ceiling	
<u>Planning – Increase Contractor Expenses</u>	\$8,750
As a result of the increase in safety permit revenue the contract fee paid to the safety codes contractor will increase.	
<u>Patrol – Remove Report Exec Licenses</u>	-\$5,040
This item was inadvertently budgeted both in Patrol and Information Systems. The item is being removed from the Patrol budget.	
<u>Patrol – Wages & Benefits (\$123,066)</u>	
Wage & benefit costs for a Community Peace Officer (CPO) level 1 for the purpose of expediting "Soft Enforcement" of encroachments on Environmental Reserve & Municipal Reserve lands as approved by Council on March 13, 2012.	\$80,910
Additional monies required for overtime incurred by CPO's. In 2011 wages were over budget by \$32,500 due to not accurately factoring in overtime on statutory holidays. Also included is the overtime required for the new CPO noted above.	\$42,156
<u>Patrol – Water Safety Initiative</u>	\$12,000
This pilot project would see Patrol Services obtain authority from Transport Canada to enforce the Small Vessel Regulations. We would patrol selected water bodies over the summer of 2012 with a focus on public education and awareness around safe boating. This would be achieved using a visible law enforcement presence on the water, contact with the boating public, educating, raising awareness and appropriate enforcement of the Federal Small Vessel Regulations plus enforcement of the Gaming & Liquor Act. Any fine revenues will go to the Federal Government. Properly trained and equipped, it is proposed to conduct water patrols two weekends per month May-September, 2012. Patrol Services will evaluate this pilot project and bring forward a recommendation to Council in October 2012.	

Expenses con't

<u>Recreation & Parks – River Valley Alliance</u>	\$2,000
Parkland County appoints two County representatives to the River Valley Alliance Advisory Committee. The focus of this committee is to create awareness with regards to the park and the many recreation opportunities it provides. The Committee is taking a more active role in promoting the River Valley Park by organizing events that encourage use of the park system. An example of one of these events is Rivers Day which occurs in June of each year. Each municipality is planning an event promoting their section of the River Valley Park. These funds would be used by the staff and the advisory committee to implement events in our area.	
<u>Recreation & Parks – Porta Potties at Rich's & Ascot Beach Day Use Sites</u>	\$3,200
Porta potties are required at each day use site for the next couple of years until we can incorporate them into our park upgrades.	
<u>Engineering – Increase in costs for RR13</u>	\$72,450
The original estimate has been increased due to detail design modifications and anticipated increased construction equipment costs.	
<u>Engineering – Brush Mower attachment</u>	\$42,000
Acquiring this attachment will provide Engineering Services with the flexibility of conducting brush mowing operations in a more efficient manner. A very small budget has been allocated every year to cover brush mowing operation. We believe that we are now required to do over 200 hours of brush mowing along our road allowance every year. Based on that need, the lowest contractors costs to provide brush mowing services is \$250 per hours and with an annual use of 200 hours, it would cost the County \$50,000 a year. The cost to own, maintain and operate a \$42,000 brush mower attachment based on a 10 year use would cost \$27,724/year; a \$22,276.00 annual saving. (This does not consider inflation).	
<u>Facilities – County Services Building Telephone Room Air Conditioning</u>	\$5,000
With the increased requirement for data backups and redundancy the telephone room at the County Services Building will need to be renovated with proper air conditioning.	
<u>Water & Wastewater – Increase in Regional Sewer Expenses</u>	\$161,323
Utility rate increase from Alberta Capital Region Wastewater Commission as approved by council on March 13, 2012 (RFD 12-039).	
<u>Water & Wastewater – Amortization for Waterline Recovery</u>	\$3,428
Amortization schedule had to be re-run after all 2011 payments were received.	
<u>Agriculture – Remove Side Arms</u>	-\$38,000
It has been determined that these side arms are not required under the current program therefore have been removed.	
<u>Agriculture – Weed Inspector</u>	\$23,742
This position will help to reduce the workload of the other Weed Inspectors and would help to increase the number of properties that get inspected (\$17,242). Equipment rental charges from fleet for vehicle required for additional position (\$6,500). This position was approved by Council on February 28, 2012 with funding to come from the spring budget (RFD 12-018).	
<u>General Office – Table in County Centre General Work Room</u>	\$5,000
Cost to install an additional staff work table in the expanded area of the general work room.	

No Impact Items:**Information Systems – Accelerated Photocopier Replacements**

The accelerated replacement of the photocopier in the general work room at the County Centre (\$24,618) and the photocopier in the annex (\$5,603), which are not up for replacement until 2013, will allow us to replace all copiers at the same time which allows for better planning of copier size, features and utilization. Funding will come from Restricted Surplus – Office Systems Plan.

Geographic Information Systems – Capital Lease for Plotter/Scanner

Reclassify expenses for the capital lease from the operating to capital budget.

Engineering – Increase in Seal Coat projects

MSI Capital Funding for Seal Coat to include 2013 projects while costs are down.

Engineering – Entwistle Infrastructure Review

Alberta Municipal Affairs commissioned Associated Engineering in December of 1999 to carry out an inventory and assessment of the existing infrastructures in Entwistle. This study is 13 years old, and as a result, we recommended to Council during the presentation of our 2012 Budget that we should be considering reviewing the Entwistle Infrastructure Inventory and Assessment to help us understand the conditions of the infrastructure and develop a rehabilitation plan. We indicated at the time that we would be bringing this forward during the Spring Budget. We recommend the review off the following components:

- Water Treatment Facility
- Water distribution system
- Sewage Collection System
- Sewage Pumping and treatment facilities
- Drainage Systems
- Street and Sidewalk
- Street lighting

AMIP Funding will be used for the Entwistle Infrastructure Review.

Engineering – Increase costs for Acheson Waterloop

This project was approved by Council in 2011 to loop the water line system servicing in Acheson Zones 1, 2 and 3. The project was advertised in February 2012 with the lowest bid being \$597,700. An increase of \$300,000 is being requested to cover costs related to consulting and construction services before we award the contract. The conduct of this project is essential to keep the Acheson Water Network operational at all times, with consistent flow and the ability to maintain service in the event the existing water trunk line requires maintenance or repair. The additional \$300,000 will be funded from MSI Capital.

Drainage & Aggregate – Increase in Pit Development and Reclamation

Additional monies are required for reclamation at the Bamber pit as additional excavation is required adjacent to the Kinder Morgan pipeline, therefore, per the agreement, the slope must be rebuilt immediately. Normally internal slope reclamation can be completed over a two or three year period. Funding to come from Restricted Surplus – Granular Aggregates.

General Office – Parkland County Sign and Message Board

To make the sign more visible and display notices, message and information to the public. Funding provided through MSI Operating (\$46,000) and Restricted Surplus – Future Capital (\$109,000).

General Municipal – Developer Agreement – Hayes East

Developer revenue received from the Hayes East project will be transferred to Restricted Surplus – Internal Financing.

General Municipal – New Debenture Borrowing

Principal and interest payments on new debenture borrowing of \$232,083 will be funded from Restricted Surplus – Internal Financing.