

Date: February 27, 2007



TO: Board Members – Vancouver Park Board
FROM: General Manager – Parks and Recreation
SUBJECT: Park Board 2000 to 2002 and 2003 to 2005 Capital Plan Close Outs

RECOMMENDATION

- A. THAT the Board approve and request that Council close out and make the transfers between Park Board capital projects as outlined in this report.*
- B. THAT the Board approve and request that Council transfer funding of \$176,367 in Development Cost Levies (“DCL”) for Phase I of Emery Barnes Park in Downtown South as described in this report and close out this project.*

POLICY

Funding from the Capital Plan is allocated to specific capital projects through annual Capital Budgets. Close outs of completed Capital Projects where variances differ by \$50,000 and 15% of the approved budgets require Council approval.

BACKGROUND

Periodically Park Board staff determine completed capital projects and identify sources of funds that can be transferred to balance any deficits or surpluses. The periodic review improves monitoring of project costs and ensures funds are available for all capital projects. This report recommends closing out 50 projects worth almost \$9.4 million in the 2000 to 2002 and 2003 to 2005 Capital Plans.

DISCUSSION

At present there are three Capital Plans being monitored: 2000 to 2002, 2003 to 2005 and 2006 to 2008. Staff establish budgets for each project as per the approved Capital Plans. Park Board capital accounts are divided into four areas: Facility Development, Park Development, Land Acquisition and Overhead/Debentures.

Staff have reviewed accounts in the 2000 to 2002 and 2003 to 2005 Capital Plans and have completed the task of closing out accounts as appropriate. This report will close out all remaining open projects in the 2000 to 2002 Capital Plan. This report recommends that the Board approve closure of the projects detailed in Appendix I and request Council close out and make the transfer between Park Board capital projects as outline in Appendix I, for projects that have variance over \$50,000 and 15% of the budget. It also recommends that the Board approve and request that Council transfer funding of \$176,367 in DCL s for Phase I of Emery Barnes Park as described below.

Of the 50 projects being closed out, only two projects require Council approval, as the completed project costs vary from the project budgets by more than \$50,000 and 15%. These projects are:

Emery Barnes Park – Phase 1

Budget	\$1,450,000
Actual expenditures	<u>\$1,626,367</u>
Project deficit	(\$ 176,367)

The project was funded from Development Cost Levies (DCL) for the Downtown South area. The project included a water feature, pump room, seating area, play area and green space. Phase 1 required extensive site remediation work, resulting in a shortfall of \$176,367.

Additional funding from the Downtown South DCL will be requested to fund the shortfall.

New Brighton Park upgrade

Budget	\$ 346,776
Actual expenditures	<u>\$ 170,701</u>
Project surplus	\$ 176,075

The project was funded from the Park Board’s 2000 to 2002 Capital Plan. The scope of the original project did not include foreshore development work, which is now being carried out using funds from the current Capital Plan. This phase of the project is now complete and \$136,247 of the \$176,075 surplus should be carried forward to the current Capital Plan. The remaining \$39,828 will be used to offset small deficits from other projects which are also being closed out in this report.

All other projects being closed out are summarized in Appendix I.

SUMMARY

Periodic monitoring of capital projects result in administrative actions to update and close out accounts where projects are completed. This process ensures ongoing compliance to financial policies and identifies funds that can be transferred to other projects to balance deficits and surpluses. The attached Council report closes 50 capital projects worth almost \$9.4 million in the 2000 to 2002 and 2003 to 2005 Capital Plans. The Board requests Council's approval for projects being closed that have variances over \$50,000 and 15% of the budget, as detailed in the report.

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Appendix I

Table 1 provides an overview of the projects being closed out in 2007. The table breaks out the projects for each Capital Plan and provides the budget and the final project balance. As well, it identifies the amount of any transfers that are being made to other Capital Plans and, where a deficit has been identified, it also provides the source of funds to cover the deficit.

For the 48 projects being closed out whose final expenses are within \$50,000 and 15% of approved budgets, the General Manager of Parks and Recreation has approved the closeouts and any required transfers of \$50,000 or less.

Table 1 - Close Out in 2007	<u>Budget</u>	<u>Surplus/ (Deficit)</u>	<u>Transfers</u>	<u>(Deficit)/ Funding</u>
<u>2000 to 2002 Capital Plan</u>				
Facility Development	1,550,958	(3,054)		(3,054)
Renfrew Pool (see note 1) - Transfer to 2006-08 plan	2,428,023	20,343	20,343	0
Stanley Park Electrical - Transfer to 2006-08 plan	100,000	11,333	11,333	0
<i>Facility Development</i>	<i>4,078,981</i>	<i>28,622</i>	<i>31,676</i>	<i>(3,054)</i>
Park Development	665,612	(2,760)		(2,760)
Emery Barnes Park Phase I	1,450,000	(176,367)		(176,367)
Downtown South DCL Funding for Emery Barnes Park	0	0		176,367
New Brighton - Transfer to 2006-08 plan	346,776	176,075	136,247	39,828
<i>Park Development</i>	<i>2,462,388</i>	<i>(3,052)</i>	<i>136,247</i>	<i>37,068</i>
<i>Land Acquisition & Planning - Transfer to 2006-08 plan</i>	<i>0</i>	<i>49,588</i>	<i>49,588</i>	<i>0</i>
2000 to 2002 Capital Plan Close out in 2007	6,541,369	75,158	217,511	34,014
<u>2003 to 2005 Capital Plan</u>				
Facility Development & Major Maintenance	1,232,240	(12,697)		(12,697)
Park Development	429,000	(21,317)		(21,317)
Land Acquisition & Planning	50,000	0		0
Overhead & Debentures	1,100,000	0		0
2003 to 2005 Capital Plan Close out in 2007	2,811,240	(34,014)	0	(34,014)
Close out in 2007	9,352,609	41,144	217,511	0

Note 1 - The Renfrew Pool project spans two capital plans and the net surplus is reported.