



Making a difference...together

## REPORT TO PORT RENFREW UTILITY SERVICES COMMITTEE

---

**SUBJECT**      **REVENUE AND EXPENDITURE STATEMENT AS AT JUNE 30, 2011**

### **BACKGROUND**

The attached statement provides a high level summary of the revenues and expenditures of the Port Renfrew Utility Services, for both operating and capital as at June 30, 2011 and the projected forecast up to the end of the year.

### **COMMENTS**

#### **1. PORT RENFREW WATER SERVICE**

##### **a) Revenue**

User charge revenue is on target. Parcel tax revenue for the year will be received in August.

##### **b) Operating Expenditures**

Operating expenditures are below target and a surplus of \$14,362 is forecast for the 2011 year, assuming the \$14,142 contingency will not be required.

##### **c) Capital Expenditures**

There are no capital projects planned for 2011.

#### **2. PORT RENFREW SEWER SERVICE**

##### **a) Revenue**

User charge revenue is on target. Parcel tax revenue for the year will be received in August.

##### **b) Operating Expenditures**

Operating expenditures are generally on target and a surplus of \$5,347 is forecast for the 2011 year. Forecast expense is \$1,000 lower than budget for operating labour but \$2,000 higher than budget for disposal, requiring the use of a portion of the operating contingency. The forecast surplus is based on the assumption that \$5,347 of the \$6,657 contingency will not be required.

##### **c) Capital Expenditures**

There are no capital projects planned for 2011.

**3. PORT RENFREW REFUSE DISPOSAL SERVICE**

**a) Revenue**

Revenue is on target. Parcel tax revenue for the year will be received in August.

**b) Operating Expenditures**

Operating expenditures are on target and a surplus of \$3,579 is forecast for the 2011 year. The forecast surplus is based on the assumption that the \$3,079 contingency will not be required.

**c) Capital Expenditures**

There are no capital projects planned for 2011.

**4. PORT RENFREW STREET LIGHTING SERVICE**

**a) Revenue**

User Charge revenue is on target. Parcel tax revenue for the year will be received in August.

**b) Operating Expenditures**

Operating expenditures are on target and a balanced budget is forecast for the 2011 year.

**c) Capital Expenditures**

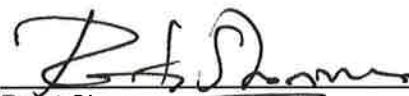
There are no capital projects planned for 2011.

**RECOMMENDATION**

That the Port Renfrew Utility Services Committee receive this report.



\_\_\_\_\_  
Tim Tanton, MPA, PEng  
Senior Manager, Infrastructure Engineering



\_\_\_\_\_  
Rajat Sharma  
Senior Manager, Financial Services



\_\_\_\_\_  
J.A. (Jack) Hull, MBA, PEng  
General Manager, Integrated Water Services  
Concurrence

CS/TT:ls  
Attachments: 4

CAPITAL REGIONAL DISTRICT  
 QUARTERLY SUMMARY OF REVENUE AND EXPENDITURE  
 PT RENFREW WATER SERVICE  
 FOR THE 2ND QUARTER ENDING JUNE 30, 2011

	JUNE YTD ACTUAL	2011 FORECAST	2011 ANNUAL BUDGET
<b>REVENUE</b>			
Sale of Water			
User Charge	(21,157)	(41,114)	(41,114)
Parcel tax requisition		(42,324)	(42,324)
Other income	(845)	(1,203)	(1,203)
Prior year surplus c/f	(15,365)	(15,365)	(15,365)
	<u>(37,367)</u>	<u>(100,006)</u>	<u>(100,006)</u>
<b>EXPENDITURE</b>			
Contract for services			
Operating labour	12,703	42,741	42,741
Administration and engineering	6,179	12,382	12,382
Other labour	#N/A	#N/A	#N/A
Vehicles	1,449	4,983	4,983
Water quality oversight	864	1,728	1,728
Travel expenses	#N/A	#N/A	#N/A
Rentals and Leases		340	340
Licences, surveys, fees	150	150	370
Utilities		150	150
Other operating costs	294	570	570
Corp services, insurance, legal	3,487	5,870	5,870
Water testing		3,360	3,360
Equipment repair materials		5,220	5,220
Electricity	1,502	5,100	5,100
Other Supplies	#N/A	#N/A	#N/A
Chemical Supplies	457	2,100	2,100
Operating supplies	128	950	950
Land Rental	#N/A	#N/A	#N/A
*Operating Projects (actuals only)	#N/A	#N/A	#N/A
Contingency			14,142
Debt Servicing			
MFA Debt Reserve	#N/A	#N/A	#N/A
Transfer to Capital Fund			
Transfer to Capital Reserve Fund	#N/A	#N/A	#N/A
Prior year deficit c/f			
	<u>27,214</u>	<u>85,644</u>	<u>100,006</u>
<b>(SURPLUS)/DEFICIT</b>	<u>(10,153)</u>	<u>(14,362)</u>	<u>(0)</u>

Note \* actual in operating projects use separate accounts that are budgeted in another line.

CAPITAL REGIONAL DISTRICT  
 QUARTERLY SUMMARY OF REVENUE AND EXPENDITURE  
 PT RENFREW SEWER SERVICE  
 FOR THE 2ND QUARTER ENDING JUNE 30, 2011

	JUNE YTD ACTUAL	2011 FORECAST	2011 ANNUAL BUDGET
<b>REVENUE</b>			
Sale - Sewer Use	#N/A	#N/A	#N/A
User Charge	(17,552)	(34,240)	(34,240)
Parcel tax requisition		(35,495)	(35,495)
Other income	(727)	(1,124)	(1,124)
Prior year surplus c/f	(6,657)	(6,657)	(6,657)
	<u>(24,936)</u>	<u>(77,516)</u>	<u>(77,516)</u>
<b>EXPENDITURE</b>			
Contract for services			
Operating labour	14,984	36,844	37,844
Administration and engineering	3,815	6,735	6,735
Other labour	#N/A	#N/A	#N/A
Vehicles	1,731	4,390	4,390
Travel expenses	#N/A	#N/A	#N/A
Rentals and Leases	#N/A	#N/A	#N/A
Licences, surveys, fees		555	245
Utilities	664	2,400	2,400
Other operating costs	85	720	720
Disposal Costs	3,189	5,840	3,840
Corp services, insurance, legal	2,205	3,740	3,740
Equipment repair materials		1,430	1,430
Electricity	1,138	3,905	3,905
Other Supplies	#N/A	#N/A	#N/A
Chemical Supplies	#N/A	#N/A	#N/A
Operating supplies		1,110	1,110
Land Rental	#N/A	#N/A	#N/A
Marine Monitoring/Lab	1,075	4,500	4,500
*Operating Projects (actuals only for mm)	115		
Contingency			6,657
Transfer to Capital Fund			
Transfer to Capital Reserve Fund	#N/A	#N/A	#N/A
	<u>29,002</u>	<u>72,169</u>	<u>77,516</u>
<b>(SURPLUS)/DEFICIT</b>	<u>4,066</u>	<u>(5,347)</u>	

Note \* actual in operating projects use separate accounts that are budgeted in another line.

CAPITAL REGIONAL DISTRICT  
 QUARTERLY SUMMARY OF REVENUE AND EXPENDITURE  
 PT RENFREW REFUSE SERVICE  
 FOR THE 2ND QUARTER ENDING JUNE 30, 2011

	JUNE YTD ACTUAL	2011 FORECAST	2011 ANNUAL BUDGET
<b>REVENUE</b>			
Sale of Water	#N/A	#N/A	#N/A
User Charge	#N/A	#N/A	#N/A
Parcel tax requisition	#N/A	#N/A	#N/A
Other income	(7,334)	(30,663)	(30,663)
Requisitions		(29,973)	(29,973)
Prior year surplus c/f	(2,145)	(2,145)	(2,145)
	<u>(9,479)</u>	<u>(62,781)</u>	<u>(62,781)</u>
<b>EXPENDITURE</b>			
Contract for services	18,385	54,904	54,904
Operating labour			
Administration and engineering	2,918	10,750	10,750
	#N/A	#N/A	#N/A
Vehicles			
Travel expenses	#N/A	#N/A	#N/A
Rentals and Leases	#N/A	#N/A	#N/A
Licences, surveys, fees	#N/A	#N/A	#N/A
Utilities	602	1,000	1,000
Other operating costs		500	500
Corp services, insurance, legal	1,639	3,290	3,290
Water testing	#N/A	#N/A	#N/A
Equipment repair materials		300	300
Electricity	692	1,500	2,000
Other Supplies	#N/A	#N/A	#N/A
Chemical Supplies	#N/A	#N/A	#N/A
Operating supplies	#N/A	#N/A	#N/A
*Operating Projects (actuals only)	#N/A	#N/A	#N/A
Contingency			3,079
Transfer to Equipment Rep	479	958	958
Transfer to Capital Reserve Fund		1,000	1,000
Allocation Recovery	(7,500)	(15,000)	(15,000)
Prior year deficit c/f			
	<u>17,216</u>	<u>59,202</u>	<u>62,781</u>
<b>(SURPLUS)/DEFICIT</b>	<u>7,737</u>	<u>(3,579)</u>	<u>(0)</u>

Note \* actual in operating projects use separate accounts that are budgeted in another line.

CAPITAL REGIONAL DISTRICT  
 QUARTERLY SUMMARY OF REVENUE AND EXPENDITURE  
 PT RENFREW STREET LIGHTING SERVICE  
 FOR THE 2ND QUARTER ENDING JUNE 30, 2011

	JUNE YTD ACTUAL	2011 FORECAST	2011 ANNUAL BUDGET
<b>REVENUE</b>			
User Charge	(1,050)	(2,064)	(2,064)
Parcel tax requisition		(2,561)	(2,561)
Other income	(441)	(85)	(85)
Prior year surplus c/f			
	<u>(1,491)</u>	<u>(4,710)</u>	<u>(4,710)</u>
<b>EXPENDITURE</b>			
Contract for services	#N/A	#N/A	#N/A
Operating labour	#N/A	#N/A	#N/A
Administration and engineering	171	430	430
Other labour	#N/A	#N/A	#N/A
Vehicles	#N/A	#N/A	#N/A
Travel expenses	#N/A	#N/A	#N/A
Rentals and Leases	#N/A	#N/A	#N/A
Licences, surveys, fees	#N/A	#N/A	#N/A
Utilities	#N/A	#N/A	#N/A
Other operating costs	99		
Corp services, insurance, legal	190	400	400
Water testing	#N/A	#N/A	#N/A
Equipment repair materials	#N/A	#N/A	#N/A
Electricity	1,792	3,500	3,500
Other Supplies	#N/A	#N/A	#N/A
Chemical Supplies	#N/A	#N/A	#N/A
Operating supplies	#N/A	#N/A	#N/A
*Operating Projects (actuals only)	#N/A	#N/A	#N/A
Contingency		40	40
Prior year deficit c/f	340	340	340
	<u>2,591</u>	<u>4,710</u>	<u>4,710</u>
<b>(SURPLUS)/DEFICIT</b>	<u>1,100</u>	<u>(0)</u>	<u>(0)</u>

Note \* actual in operating projects use separate accounts that are budgeted in another line.