



DATE: January 07, 2019

REPORT TO: ENGLISHMAN RIVER WATER SERVICE MANAGEMENT BOARD

FROM: ENGLISHMAN RIVER WATER SERVICE MANAGEMENT COMMITTEE

SUBJECT: ENGLISHMAN RIVER WATER SERVICE (ERWS)
2019 - 2023 FINAL FINANCIAL PLAN

PURPOSE: ADOPTION OF THE ERWS FINAL 2019 - 2023 FINANCIAL PLAN

EXECUTIVE SUMMARY:

The ERWS 2019 - 2023 Financial Plan sets out the financial requirements needed to advance the objectives of bulk water supply to the Joint Venture Communities. The proposed capital budget is required to complete treatment plant, intake, pump station and transmission mains construction (as previously approved) and additional capital items to facilitate operation of the Plant. Also included are staffing requirements to effectively operate the Plant to meet Legislative and Health Authority (VIHA) requirements.

RECOMMENDATION(S):

1. THAT the report from the Englishman River Water Service Management Committee, dated January 07, 2019 entitled ERWS 2019 - 2023 Final Financial Plan be received.
2. THAT the Englishman River Water Service Management Board approve an increase of \$220,000.00 in the 2019 ERWS capital budget to cover the cost of adding an Automatic Transfer Switch to Contract 1 as shown in the 2019 - 2023 Final Financial Plan.
3. THAT the Englishman River Water Service Management Board approve an additional \$99,000.00 in the 2019-2023 ERWS capital budget to cover the cost of Plant SCADA Integration, Safety Audit, Lab Equipment and Furniture and a pickup truck as shown in the proposed 2019 - 2023 Final Financial Plan.
4. THAT the Englishman River Water Service Management Board approve the proposed 5 year Operational Budget as shown in the 2019 - 2023 Final Financial Plan.
5. THAT the Englishman River Water Service Management Board accepts the 2019 - 2023 Final Financial Plan as outlined in Table 1 attached to the January 07, 2019 report.
6. THAT the Englishman River Water Service Management Board recommends the Joint Ventures adopt their portion of the 2019 - 2023 Final Financial Plan as outlined in Table 1 attached to the January 07, 2019 report.

BACKGROUND:**Capital Project Update**

The ERWS project has significantly advanced the construction phases of the water treatment plant, intake, pump station, transmission main to Top Bridge Park and the transmission main to Springwood Reservoir. Contract 1 representing the water treatment plant, intake, raw water pump station and transmission main to Top Ridge Park is 79% complete overall. This contract is on budget and commissioning of systems is expected to begin in April of this year. The Contractor is expected to meet their contractual obligation to complete their work by October 31, 2019 at which time the ERWS will be in a position to supply treated water to the public. Contract 2 representing the transmission main to Springwood Reservoir is approximately 95% complete. This project is on budget. The transmission main is in place and has been successfully pressure tested. However, the contractor is having some challenges with flushing and disinfecting the main. These challenges are currently being addressed and meetings with the Engineer of Record and Contractor are already underway to resolve the issues. At this time Contract 2 is not on the critical path and (therefore) should not delay the ability for the ERWS to supply treated water to the public by October 31, 2019.

The 2019-2023 Final Financial Plan updates the 2018-2022 Final Financial Plan as approved by the Board on May 15, 2018 to incorporate the unspent budgeted Capital funds from 2018 into the 2019 budget year and reflect an additional \$220,000.00 in Contract 1 for the addition of an Automatic Transfer Switch on the City backup generator. The unspent Capital funds related to Contract 1 and Contract 2 from 2018 are shown in Table 3 attached to this report.

Contract 1 Scope Change - Automatic Transfer Switch

Concurrent with the Englishman River Water Service Treatment Plant project, the City of Parksville has been working on a backup generator capital project for the City of Parksville works yard. During the initial stages of the generator project, the ERWS Management Committee identified the desire for being able to operate the treatment plant at least at a reduced capacity (50%), in the event of a catastrophic power interruption. In this way the ERWS would potentially be able to supplement both the amount of water available (stored) in City reservoirs (less the minimum amount required to be on reserve for Fire Flows) and wells and continue to supply Nanosee with drinking water. As a result the City sized the generator (1MW) to include City buildings, the treatment plant and the raw water pumping station at a cost of \$400K. The cost of this upgrade was 100% covered by the City of Parksville taxpayer. The importance of having this capacity was recently demonstrated by the intense December wind storms on Vancouver Island that left many residence without power for up to 5 days. To minimize the risk of significant interruption to water supply Nanaimo just recently brought their new water treatment plant online with a backup generator and automatic transfer switch (with capacity to run their plant at 50% capacity). Also, the Town of Qualicum is installing generators with automatic transfer switches in their facilities. Although the City of Parksville has made the investment in the larger generator, the current configuration includes a Manual Transfer Switch (MTS). In the event of a power disruption the City of Parksville would need to rely on a qualified electrician (under contract) to attend the works yard to manually energize the generator and redirect power from the generator to the treatment plant (and other City facilities in the Yard). This work involves accessing high voltage kiosks and manually throwing switches to restore power. Only a ticketed and qualified electrician would be

permitted to complete this work due to the high voltages involved. Given the current ERWS Treatment Plant power configuration, during a catastrophic loss of power, the plant processes would shut down and ERWS staff would be unable to begin to restart the treatment plant systems until arrival of the an electrician and activation of the generator. As such, the ERWS would entirely be reliant upon external resources to attend the works yard to re-energize the treatment plant. In significant events (such as the December, 2018 wind storms) qualified electricians are in great demand and both an electrical contractor and BC Hydro would be prioritizing their resources according to their own criteria and may not be able to respond in a timely manner.

It is the opinion of the Management Committee that a MTS should not be the primary means of re-energizing the treatment plant. The generator should have an Automatic Transfer Switch (ATS) that automatically starts the generator and begins re-energizing the treatment plant systems during a power outage. An automatic transfer switch has been included in the proposed ERWS 2019 - 2023 Final Financial Plan for the Boards consideration.

Contract 1 & 2 Status

Other than the additional cost to include an automatic transfer switch (220K), it is expected that the approved work can be managed within the previously approved capital budget amounts. There have been additional change order items for both **Contract 1** (Intake, Pump Station, Treatment and transmission main to Top Bridge Park) and **Contract 2** (Transmission Main to Springwood Park) identified since the Final 2018 - 2022 Budget was adopted on May 15, 2018 as summarized below:

Contract 1

- Addition of anti-graffiti coating on Raw Water Pump Station and adjacent transformer
 - CIP Fill Pump
 - Software Licenses
 - Additional grounding requirements
 - Material change to flooring in Lab, Foyer, washrooms lab server & control rooms
 - Wall material substitution (metal - GWB)
 - Additional control cables required in RWPS
 - Additional dry sprinkler system required for WTP canopy
 - Bladder surge vessel SCADA wiring & communication 1
 - Additional Instream work at Intake required
 - Credit for removal of Gable Wall feature in WTP
 - Water main conflict SW Corner of Water Treatment Plant
- Contract 2

- Drainage works required on Martindale Road Culvert work required by ICF
- Sampling ports installed on Hydrant connections

Both Contract 1 and Contract 2 are currently expected to fall within already identified budgets including the above itemized extra expenses.

As mentioned in two previous reports to the Board, there is still an outstanding "Force Majeure" issue in Contract 2 regarding a premium on High Density Polyethylene material costs due to Hurricane Harvey. The ERWS Manager is still in discussions with the EOR and the

Contractor. It is anticipated that, provided the Board supports the report recommendations, sufficient funds will be available in the current budget to address any concerns.

Additional Capital Items

Some additional capital items that have been identified as being required for ERWS staff to operate the Treatment Facility in compliance with regulation and to facilitate the effective delivery of treated water to the public are as follows:

- Hardware, software and programming related to the integration of the Plant SCADA (\$4K).
- A complete safety audit from an external agency to identify all safety hazards and prepare safe work procedures for the safe operation of the Plant (\$30K).
- Lab equipment and furniture to permit the Plant staff to fulfill legislated water testing requirements (\$30K).
- Dedicated ½ ton pickup truck exclusively assigned to the Plant (\$35K). This funding was placed in the budget for 2020. The ERWS Program Manager will revisit this requirement with the Board in 2020 Budget deliberations to confirm the need for this vehicle.

Operational Requirements/Budget Update

The ERWS Management Committee has been working with the Treatment Plant Engineer of Record (CH2M), the Local Health Authority Officer, relevant legislation and the EOCP guidelines to refine previously approved operating cost estimates and define required staffing levels and certifications required to run the ERWS Water Treatment Plant.

The ERWS Management Committee has confirmed that the operation of the ERWS Treatment Plant is expected to require:

- 2.0 FTE positions - This represents an increase of 1.0 FTE above the previously approved 2018 - 2022 budget. Since the last budget approval, the Engineer of Record has completed an assessment of other similar plants currently operating in other communities and has confirmed the need for 2.0 FTE's. The Health Authority has also confirmed that, as the plant is classified as a Level IV Plant, the City is required to have both a Level IV and a Level III operator. One of the FTE positions represents a treatment plant operator with **EOCP Level IV** certification. The City of Parksville has created a position description for the EOCP Level IV operator and upon budget approvals is prepared to advertise immediately to fill this position. The second FTE position is expected to include at least one staff member with **EOCP Level III** certification. The ERWS Management Committee and City of Parksville have determined that the second FTE will consist of a cumulative of 1.0 FTE of existing City of Parksville staff time including the current Chief Water Operator (expected to be certified as an EOCP Level III operator prior to the completion of the project), junior Utilities staffs, the Manager of Utilities and the Director of Engineering & Operations (current ERWS Program Manager). As the Level IV Operator has not yet been hired, City staffs are currently training and the Plant is not expected to be in full operation until October of this Year, funds have been allocated in the 2019 budget to accommodate only 1.33 FTE's. The Management Committee expects that the full 2.0 FTE allotment will be required starting in 2020.

- Annual operational expenses related to material costs of chemicals (\$140K), water testing (5K), insurance requirements (\$25K), licensing requirements, \$200K operational contingency, \$20K consultant budget, SCADA standby costs (16K) and other minor administrative expenses to cover training, couriering, office supplies, printing etc...

All operating and capital costs have been itemized in the attached Table 1.

Table 2 below represents a summary of the capital and operational costs required to advance the objectives of bulk water supply to the Joint Venture Communities for the next 5 years.

Table 2 - Summary of the Final 2019 - 2023 Financial Plan expenditures:

Item No.	Budget Item Description	Final 2019 - 2023 Budget	COP Share	RDN Share
1	Administration (Operational Expenditures)	4,056,200.00	3,001,588.00	1,054,612.00
	Sub-Total 1, Operational Costs:	4,056,200.00	3,001,588.00	1,054,612.00
2	River Intake/ Pump Station:	392,900.00	290,746.00	102,154.00
	Water Treatment (includes 200K for Gen ATS):	7,199,700.00	5,327,778.00	1,871,922.00
	Joint Transmission Line:	31,600.00	23,384.00	8,216.00
	Springwood Transmission Main:	548,700.00	548,700.00	0.00
	Sub-Total 2, Capital Project Costs(Contract 1 & 2):	8,172,900.00	6,190,608.00	1,982,292.00
3	Additional Capital Costs			
	Small Tools, Equip, Furn	30,000.00	22,200.00	7,800.00
	Vehicle	35,000.00	25,900.00	9,100.00
	Aquifer Storage & Recovery	1,350,000.00	999,000.00	351,000.00
	Sub-Total 3, Additional Capital Costs:	1,415,000.00	1,047,100.00	367,900.00
	Total ERWS 2019 - 2023 Costs	\$13,644,100.00	\$10,239,296.00	\$3,404,804.00

The Final 2019 - 2023 Financial Plan has been prepared for consideration by the ERWS Management Board. Table 1 attached outlines the detailed total ERWS capital and operational costs and Table 2 summarizes these costs and identifies each jurisdiction's share to take forward to each respected Council / Board for ratification.

OPTIONS:

1. Accept the Final ERWS 2019 - 2023 Financial Plan as presented in Table 1 attached.
2. Provide the ERWS Management Committee with further direction.

ANALYSIS:

Option 1

This is consistent with the ERWS Management Committee recommendation to proceed with the project and would allow completion by Dec 31, 2019.

Option 2

The 2019 - 2023 Financial Plan sets out the financial requirements needed for ERWS to carry out projects necessary to advance ERWS objectives.

FINANCIAL IMPACT:

Cost sharing for the Englishman River Water Service budget is established based on ownership (i.e. Parksville 74 % and RDN 26 %) as referenced in Schedule "C" of the Englishman River Water Service Joint Venture, dated July 1, 2011.

The ERWS received approval for over \$12 million in funding from senior government that will help augment the costs. It is expected that all available funding from senior government will be claimed for 2018 work already completed.

The ERWS 2019 - 2023 Financial Plan sets out the financial requirements needed for the ERWS staff to carry out the project and operate the Treatment Plant for the next 5 years. Without the approval of the proposed 2019 - 2023 Financial Plan capital projects would be delayed or halted partway through 2019 due to insufficient funds and operational requirements could not be achieved.

REFERENCES:

ERWS 2018 - 2022 Final Financial Plan adopted on May 15, 2018

Table 1, dated January 07, 2019 showing the recommended ERWS Final 2019 - 2023 Financial Plan and Table 2 showing each Joint Venture's requisition share.

*The Drinking Water Protection Regulation section 12
EOCP Guidelines*

VIHA Letter

Respectfully submitted,

VAUGHN FIGUEIRA, P.ENG.
ERWS Program Manager

VF:fm

Attachments

2019 - 2023 FINANCIAL PLAN (\$)									
	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
REVENUE									
Joint Venture Requisitions									
Parkville Requisition (74 %)	468,754	1,634,991	6,304,309	10,819,240	6,629,200	665,800	680,700	687,200	1,576,300
RDN Requisition (26%)	164,697	409,309	1,870,942	3,801,350	2,136,400	233,900	239,200	241,500	553,900
Total Joint Venture Requisitions	633,452	2,044,300	8,175,251	14,620,590	8,765,600	899,700	919,900	928,700	2,130,200
6063128.42									
Other Revenue									
Grants - Small Communities Fund & CWWF	0	828,854	6,464,168	5,128,800	0	0	0	0	0
Transfer From Reserves	0	0	0	0	0	0	0	0	0
Total Other Revenue	0	828,854	6,464,168	5,128,800	0	0	0	0	0
TOTAL REVENUE	633,452	2,873,154	14,639,419	19,749,390	8,765,600	899,700	919,900	928,700	2,130,200
EXPENDITURES									
Operating									
Administration (Operating)									
Salaries / Wages 7-2-28-7310-300	258	1,214	0	0	122,900	188,000	191,800	195,600	199,500
Pager Pay					16,400	16,400	16,400	16,400	16,400
Administration - Benefits					38,900	59,600	60,700	61,900	63,100
Seminars/Training 7-2-28-7310-306	0	0	0	100	3,000	3,000	3,000	3,000	3,000
Conferences 7-2-28-7310-307	0				6,000	6,000	6,000	6,000	6,000
Memberships 7-2-28-7310-311	0				1,000	1,000	1,000	1,000	1,000
Contracts 7-2-28-7310-330	0	0	0	2,100	2,100	2,200	2,200	2,300	2,400
Contracts					5,000	5,000	5,000	5,000	5,000
Contracts					150,000	200,000	200,000	200,000	200,000
Consulting 7-2-28-7310-331	0				15,000	20,000	20,000	20,000	20,000
Legal Fees 7-2-28-7310-332	3,427	0	0	3,600	3,700	3,800	3,900	3,900	3,900
Audit Fees 7-2-28-7310-333	4,100	3,900	3,900	7,700	7,500	5,000	5,000	5,000	5,000
Equipment Lease/Rental			138						
Licences 7-2-28-7310-400	884	1,675	1,670	500	2,000	2,000	2,000	2,000	2,000
Insurance					18,000	25,000	25,000	25,000	25,000
Advertising 7-2-28-7310-410	11,382	0	0	200	500	500	500	500	500
Contract Printing 7-2-28-7310-413	1,920	225			500	500	500	500	500
Tel / Cable 7-2-28-7310-422	0		257	500	500	600	600	600	600
Meeting Costs 7-2-28-7310-423	1,901	1,219	462	1,300	1,600	1,600	1,700	1,700	1,700
Computer Hardware					3,600			3,700	
Parts Materials and Supplies			43		69,500	139,000	139,000	139,000	139,000
Small Tools, Equipment & Furniture 7-2-28-7310-450	0	85	0	500	500	500	600	600	600
Courier 7-2-28-7310-452	29	0	0	100	1,000	1,000	1,000	1,000	1,000
Hydro 7-2-28-7310-461	53	1,397			88,500	177,000	177,000	177,000	177,000
Equipment Res Charge Out					5,000	7,000	7,000	7,000	7,000
Total Administration (Operating)	23,954	9,714	6,470	16,600	562,700	864,700	869,900	878,700	880,200
Total Operating	23,954	9,714	6,470	16,600	562,700	864,700	869,900	878,700	880,200

Capital - Program Summary

Description	G/L	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Property Acquisition - Administration	7-6-28-9750-300	0	0	0	0	0	0	0	0	0
Property Acquisition - Contracts	7-6-28-9750-330	0	0	0	0	0	0	0	0	0
Property Acquisition - Consulting	7-6-28-9750-331	0	0	0	0	0	0	0	0	0
Property Acquisition - Equipment Res Charge Out	7-6-28-9750-800	0	0	0	0	0	0	0	0	0
Property Acquisition - Parts Materials / Supplies	7-6-28-9750-450	0	0	0	0	0	0	0	0	0
Total Property Acquisition		0	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Administration	7-6-28-9751-300	15,212	19,719	25,900	42,000			0	0	0
River Intake / Supply Mains - Contracts/Engineering	7-6-28-9751-330/331	238,371	579,263	4,702,267	2,022,240	392,900	0	0	0	0
River Intake / Supply Mains - Legal	7-6-28-9751-332	1,592	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Advertising	7-6-28-9751-410	0	0	1,396	0	0	0	0	0	0
River Intake / Supply Mains - Meetings	7-6-28-9751-423	780	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Parts / Supplies	7-6-28-9751-450	489	0	573	0	0	0	0	0	0
River Intake / Supply Mains - Equip. Charge Out	7-6-28-9751-800	1,188	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Equip. Lease / Rent	7-6-28-9751-340	0	0	0	0	0	0	0	0	0
Joint Transmission Main - Contracts/Engineering	7-6-28-9754-330/331	0	129,126	780,598	157,530	31,600	0	0	0	0
Joint Transmission Main - Administration	7-6-28-9754-300	0	0	11,104	0	0	0	0	0	0
Joint Transmission Main - Parts / Supplies	7-6-28-9754-450	0	0	70	0	0	0	0	0	0
Joint Transmission Main - Equip. Charge Out	7-6-28-9754-800	0	0	699	0	0	0	0	0	0
COP Transmission Main - Contracts/Engineering	7-6-28-9755-330/331	0	470,034	3,514,408	2,839,060	548,700	0	0	0	0
COP Transmission Main - Administration	7-6-28-9755-300		0	16,300	0	0	0	0	0	0
COP Transmission Main - Parts / Supplies	7-6-28-9755-450		0	232	0	0	0	0	0	0
Total River Intake / Supply Mains		257,632	1,198,143	9,053,547	5,060,830	973,200	0	0	0	0

Table 1 - ERWS 2019 - 2023 Financial Plan

January 07, 2019

Water Treatment - Administration	7-6-28-9752-300	16,831	54,192	43,867	42,000	0	0	0	0	0
Water Treatment - Travel	7-6-28-9752-307	0	0							
Water Treatment - Contracts/Engineering	7-6-28-9752-330/331	206,627	1,565,165	5,359,876	14,629,960	7,199,700	0	0	0	0
Water Treatment - Equip. Lease / Rental	7-6-28-9752-340	0	20,063	0	0	0	0	0	0	0
Water Treatment - Rent & Lease	7-6-28-9752-345	0	0	0	0	0	0	0	0	0
Water Treatment - Insurance / Permits	7-6-28-9752-400	0	0	168,494	0	0	0	0	0	0
Water Treatment - Advertising	7-6-28-9752-410	511	500	0	0	0	0	0	0	0
Water Treatment - Meeting Costs	7-6-28-9752-423	0	0	0	0	0	0	0	0	0
Water Treatment - Parts and Materials	7-6-28-9752-450	2,782	18,722	4,921	0	0	0	0	0	0
Water Treatment - Small Tools, Equip, Furniture	7-6-28-9752-451					30,000	0	0	0	0
Water Treatment - Courier	7-6-28-9752-452	485	1,770	0	0	0	0	0	0	0
Water Treatment - Equip Res Charge	7-6-28-9752-800	485	2,726	2,244	0	0	0	0	0	0
Water Treatment - Vehicle Purchase							35,000	0	0	0
Water Treatment - Gas & Oil	7-6-28-9752-460	0	0	0	0	0	0	0	0	0
Water Treatment - Hydro	7-6-28-9752-461	553	2,159							
Total Water Treatment		228,274	1,665,297	5,579,402	14,671,960	7,229,700	35,000	0	0	0

Capital - Program Summary

Description	G/L	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Aquifer Storage and Recovery - Administration	7-6-28-9753-300	10,218	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Contracts	7-6-28-9753-330	99,833	0	0	0	0	0	0	0	1,150,000
Aquifer Storage and Recovery - Engineering	7-6-28-9753-331	13,232	0	0	0	0	0	50,000	50,000	100,000
Aquifer Storage and Recovery - Equip Rental	7-6-28-9753-340	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Meeting Costs	7-6-28-9753-423	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Advertising	7-6-28-9753-410	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Parts / Materials	7-6-28-9753-450	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Small Tools	7-6-28-9753-451	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Courier	7-6-28-9753-452	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Hydro	7-6-28-9753-461	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Equip Res Charge Out	7-6-28-9753-800	309	0	0	0	0	0	0	0	0
Total Aquifer Storage and Recovery		123,592	0	0	0	0	0	50,000	50,000	1,250,000
Total Capital		609,498	2,863,440	14,632,949	19,732,790	8,202,900	35,000	50,000	50,000	1,250,000
TOTAL EXPENDITURES		633,452	2,873,154	14,639,419	19,749,390	8,765,600	899,700	919,900	928,700	2,130,200

2019 - 2023 FINANCIAL PLAN (\$)									
	2015	2016	2017	2018	2019	2020	2021	2022	2023
	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget
REVENUE									
Joint Venture Requisitions									
Parkville Requisition (74%)	468,754	1,634,991	6,304,309	9,892,003	6,629,206	665,778	680,726	687,238	1,576,348
Other Revenue									
Grants - Small Communities Fund & CWWF	0	613,352	5,446,905	5,460,701	0	0	0	0	0
Transfer From Reserves	0	0	0	0	0	0	0	0	0
Total Other Revenue	0	613,352	5,446,905	5,460,701	0	0	0	0	0
TOTAL REVENUE	468,754	2,248,343	11,751,214	15,352,704	6,629,206	665,778	680,726	687,238	1,576,348
EXPENDITURES									
Operating	74%	74%	74%	74%	74%	74%	74%	74%	74%
Administration (Operating)									
Salaries / Wages	191	898	0	0	90,946	139,120	141,932	144,744	147,630
Pager Pay			0	0	12,136	12,136	12,136	12,136	12,136
Administration - Benefits			0	0	28,786	44,104	44,918	45,806	46,694
Seminars/Training	0	0	0	74	2,220	2,220	2,220	2,220	2,220
Conferences	0	0	0	0	4,440	4,440	4,440	4,440	4,440
Memberships	0	0	0	0	740	740	740	740	740
Contracts	0	0	0	1,554	1,554	1,628	1,628	1,702	1,776
Contracts			0	0	3,700	3,700	3,700	3,700	3,700
Contracts			0	0	111,000	148,000	148,000	148,000	148,000
Consulting	0	0	0	0	11,100	14,800	14,800	14,800	14,800
Legal Fees	2,536	0	0	2,664	2,738	2,812	2,886	2,886	2,886
Audit Fees	3,034	2,886	2,886	5,698	5,550	3,700	3,700	3,700	3,700
Equipment Lease/Rental			102	0	0	0	0	0	0
Licences	654	1,239	1,236	370	1,480	1,480	1,480	1,480	1,480
Insurance			0	0	13,320	18,500	18,500	18,500	18,500
Advertising	8,423	0	0	148	370	370	370	370	370
Contract Printing	1,421	167	0	0	370	370	370	370	370
Tel / Cable	0	0	190	370	370	444	444	444	444
Meeting Costs	1,407	902	342	962	1,184	1,184	1,258	1,258	1,258
Computer Hardware			0	0	2,664	0	0	2,738	0
Parts Materials and Supplies			32	0	51,430	102,860	102,860	102,860	102,860
Small Tools, Equipment & Furniture	0	63	0	370	370	370	444	444	444
Courier	21	0	0	74	740	740	740	740	740
Hydro	39	1,034	0	0	65,490	130,980	130,980	130,980	130,980
Equipment Res Charge Out			0	0	3,700	5,180	5,180	5,180	5,180
Minor Capital - Contracts	0	0	0	0	0	0	0	0	0
Minor Capital - Parts / Materials	0	0	0	0	0	0	0	0	0
Intake, Raw Watermain and Joint Tansmission Mains					0	0	0	0	0
Water Treatment Plant					0	0	0	0	0
ASR					0	0	0	0	0
Total Administration (Operating)	17,726	7,189	4,788	12,284	416,398	639,878	643,726	650,238	651,348
Total Operating	17,726	7,189	4,788	12,284	416,398	639,878	643,726	650,238	651,348

Capital - Program Summary										
Description	G/L	2015	2016	2017	2018	2019	2020	2021	2022	2022
		Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget
		74%	74%	74%	74%	74%	74%	74%	74%	74%
Property Acquisition - Administration	7-6-28-9750-300	0	0	0	0	0	0	0	0	0
Property Acquisition - Contracts	7-6-28-9750-330	0	0	0	0	0	0	0	0	0
Property Acquisition - Consulting	7-6-28-9750-331	0	0	0	0	0	0	0	0	0
Property Acquisition - Equipment Res Charge Out	7-6-28-9750-800	0	0	0	0	0	0	0	0	0
Property Acquisition - Parts Materials / Supplies	7-6-28-9750-450	0	0	0	0	0	0	0	0	0
Total Property Acquisition		0	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Administration	7-6-28-9751-300	11,257	14,592	19,166	31,080	0	0	0	0	0
River Intake / Supply Mains - Contracts/Engineering	7-6-28-9751-330/331	176,395	428,655	3,479,678	1,496,458	290,746	0	0	0	0
River Intake / Supply Mains - Legal	7-6-28-9751-332	1,178	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Advertising	7-6-28-9751-410	0	0	1,033	0	0	0	0	0	0
River Intake / Supply Mains - Meetings	7-6-28-9751-423	577	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Parts / Supplies	7-6-28-9751-450	362	0	424	0	0	0	0	0	0
River Intake / Supply Mains - Equip. Charge Out	7-6-28-9751-800	879	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Equip. Lease / Rent	7-6-28-9751-340	0	0	0	0	0	0	0	0	0
Joint Transmission Main - Contracts/Engineering	7-6-28-9754-330/331	0	95,553	577,643	116,572	23,384	0	0	0	0
Joint Transmission Main - Administration	7-6-28-9754-300	0	0	8,217	0	0				
Joint Transmission Main - Parts / Supplies	7-6-28-9754-450	0	0	52	0	0				
Joint Transmission Main - Equip. Charge Out	7-6-28-9754-800	0	0	517	0	0				
COP Transmission Main - Contracts/Engineering	7-6-28-9755-330/331	0	470,034	3,514,408	2,839,060	548,700				
COP Transmission Main - Administration	7-6-28-9755-300			16,300	0	0				
COP Transmission Main - Parts / Supplies	7-6-28-9755-450			232	0	0				
Total River Intake / Supply Mains		190,648	1,008,834	7,617,669	4,483,170	862,830	0	0	0	0
Water Treatment - Administration	7-6-28-9752-300	12,455	40,102	32,462	31,080	0	0	0	0	0
Water Treatment - Travel	7-6-28-9752-307		0	0						
Water Treatment - Contracts/Engineering	7-6-28-9752-330/331	152,904	1,158,222	3,966,308	10,826,170	5,327,778	0	0	0	0
Water Treatment - Equip. Lease / Rental	7-6-28-9752-340	0	14,846	0	0	0	0	0	0	0
Water Treatment - Rent & Lease	7-6-28-9752-345	0	0	0	0	0	0	0	0	0
Water Treatment - Insurance	7-6-28-9752-400	0	0	124,686	0	0	0	0	0	0
Water Treatment - Advertising	7-6-28-9752-410	378	370	0	0	0	0	0	0	0
Water Treatment - Meeting Costs	7-6-28-9752-423	0	0	0	0	0	0	0	0	0
Water Treatment - Parts and Materials	7-6-28-9752-450	2,059	13,855	3,642	0	0	0	0	0	0
Water Treatment - Small Tools, Equip, Furniture	7-6-28-9752-451	0	0	0	0	22,200	0	0	0	0
Water Treatment - Courier	7-6-28-9752-452	359	1,310	0	0	0	0	0	0	0
Water Treatment - Equip Res Charge	7-6-28-9752-800	359	2,018	1,661	0	0	0	0	0	0
Water Treatment - Vehicle Purchase		0	0	0	0	0	25,900	0	0	0
Water Treatment - Gas & Oil	7-6-28-9752-460	0	0	0	0	0	0	0	0	0
Water Treatment - Hydro	7-6-28-9752-461	409	1,598	0						
Total Water Treatment		168,923	1,232,320	4,128,757	10,857,250	5,349,978	25,900	0	0	0

Capital - Program Summary										
Description		G/L	2015	2016	2017	2018	2019	2020	2021	2022
		Acct	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget
Aquifer Storage and Recovery - Administration		7-6-28-9753-300	7,561	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Contracts		7-6-28-9753-330	73,876	0	0	0	0	0	0	851,000
Aquifer Storage and Recovery - Engineering		7-6-28-9753-331	9,792	0	0	0	0	0	37,000	37,000
Aquifer Storage and Recovery - Equip Rental		7-6-28-9753-340	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Meeting Costs		7-6-28-9753-423	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Advertising		7-6-28-9753-410	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Parts / Materials		7-6-28-9753-450	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Small Tools		7-6-28-9753-451	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Courier		7-6-28-9753-452	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Hydro		7-6-28-9753-461	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Equip Res Charge Out		7-6-28-9753-800	228	0	0	0	0	0	0	0
Total Aquifer Storage and Recovery			91,458	0	0	0	0	0	37,000	37,000
Total Capital			451,028	2,241,154	11,746,427	15,340,420	6,212,808	25,900	37,000	37,000
TOTAL EXPENDITURES			468,754	2,248,343	11,751,214	15,352,704	6,629,206	665,778	680,726	687,238

TABLE 1 Cont'd
Regional District of Nanaimo Requisition - ERWS
2019 - 2023 FINANCIAL PLAN (\$)

	Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget
REVENUE										
Joint Venture Requisitions RDN Requisition (26%)		164,697	409,309	1,870,942	4,396,660	2,136,394	233,922	239,174	241,462	553,852
Other Revenue										
Grants - Small Communities Fund & CWWF		0	215,502	1,017,263	0	0	0	0	0	0
Transfer From Reserves		0	0	0	0	0	0	0	0	0
Total Other Revenue		0	215,502	1,017,263	0	0	0	0	0	0
TOTAL REVENUE		164,697	624,811	2,888,205	4,396,660	2,136,394	233,922	239,174	241,462	553,852
EXPENDITURES										
Operating		26%	26%	26%	26%	26%	26%	26%	26%	26%
Administration (Operating)										
Salaries / Wages	7-2-28-7310-300	67	316	0	0	31,954	48,880	49,868	50,856	51,870
Pager Pay				0	0	4,264	4,264	4,264	4,264	4,264
Administration - Benefits				0	0	10,114	15,496	15,782	16,094	16,406
Seminars/Training	7-2-28-7310-306	0	0	0	26	780	780	780	780	780
Conferences	7-2-28-7310-307	0	0	0	0	1,560	1,560	1,560	1,560	1,560
Memberships	7-2-28-7310-311	0	0	0	0	260	260	260	260	260
Contracts	7-2-28-7310-330	0	0	0	546	546	572	572	598	624
Contracts				0	0	1,300	1,300	1,300	1,300	1,300
Contracts				0	0	39,000	52,000	52,000	52,000	52,000
Consulting	7-2-28-7310-331	0	0	0	0	3,900	5,200	5,200	5,200	5,200
Legal Fees	7-2-28-7310-332	891	0	0	936	962	988	1,014	1,014	1,014
Audit Fees	7-2-28-7310-333	1,066	1,014	1,014	2,002	1,950	1,300	1,300	1,300	1,300
Equipment Lease/Rental				36	0	0	0	0	0	0
Licences	7-2-28-7310-400	230	435	434	130	520	520	520	520	520
Insurance				0	0	4,680	6,500	6,500	6,500	6,500
Advertising	7-2-28-7310-410	2,959	0	0	52	130	130	130	130	130
Contract Printing	7-2-28-7310-413	499	59	0	0	130	130	130	130	130
Tel / Cable	7-2-28-7310-422	0	0	67	130	130	156	156	156	156
Meeting Costs	7-2-28-7310-423	494	317	120	338	416	416	442	442	442
Computer Hardware				0	0	936	0	0	962	0
Parts Materials and Supplies				11	0	18,070	36,140	36,140	36,140	36,140
Small Tools, Equipment & Furniture	7-2-28-7310-450	0	22	0	130	130	130	156	156	156
Courier	7-2-28-7310-452	8	0	0	26	260	260	260	260	260
Hydro	7-2-28-7310-461	14	363	0	0	23,010	46,020	46,020	46,020	46,020
Equipment Res Charge Out				0	0	1,300	1,820	1,820	1,820	1,820
Minor Capital - Contracts	7-2-28-7350-330	0	0	0	0	0	0	0	0	0
Minor Capital - Parts / Materials	7-2-28-7350-450	0	0	0	0	0	0	0	0	0
Intake, Raw Watermain and Joint Transmission Mains						0	0	0	0	0
Water Treatment Plant						0	0	0	0	0
ASR						0	0	0	0	0
Total Administration (Operating)		6,228	2,526	1,682	4,290	146,302	224,822	226,174	228,462	228,852
Total Operating		6,228	2,526	1,682	4,290	146,302	224,822	226,174	228,462	228,852

Capital - Program Summary

Description	G/L	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2022 Budget
		26%	26%	26%	26%	26%	26%	26%	26%	26%
Property Acquisition - Administration	7-6-28-9750-300	0	0	0	0	0	0	0	0	0
Property Acquisition - Contracts	7-6-28-9750-330	0	0	0	0	0	0	0	0	0
Property Acquisition - Consulting	7-6-28-9750-331	0	0	0	0	0	0	0	0	0
Property Acquisition - Equipment Res Charge Out	7-6-28-9750-800	0	0	0	0	0	0	0	0	0
Property Acquisition - Parts Materials / Supplies	7-6-28-9750-450	0	0	0	0	0	0	0	0	0
Total Property Acquisition		0	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Administration	7-6-28-9751-300	3,955	5,127	6,734	10,920	0	0	0	0	0
River Intake / Supply Mains - Contracts/Engineering	7-6-28-9751-330/331	61,976	150,608	1,222,589	525,782	102,154	0	0	0	0
River Intake / Supply Mains - Legal	7-6-28-9751-332	414	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Advertising	7-6-28-9751-410	0	0	363	0	0	0	0	0	0
River Intake / Supply Mains - Meetings	7-6-28-9751-423	203	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Parts / Supplies	7-6-28-9751-450	127	0	149	0	0	0	0	0	0
River Intake / Supply Mains - Equip. Charge Out	7-6-28-9751-800	309	0	0	0	0	0	0	0	0
River Intake / Supply Mains - Equip. Lease / Rent	7-6-28-9751-340	0	0	0	0	0	0	0	0	0
Joint Transmission Main - Contracts/Engineering	7-6-28-9754-330/331	0	33,573	202,955	40,958	8,216	0	0	0	0
Joint Transmission Main - Administration	7-6-28-9754-300	0	0	2,887	0	0				
Joint Transmission Main - Parts / Supplies	7-6-28-9754-450	0	0	18	0	0				
Joint Transmission Main - Equip. Charge Out	7-6-28-9754-800	0	0	182	0	0				
COP Transmission Main - Contracts/Engineering	7-6-28-9755-330/331	0	0	0	0	0				
COP Transmission Main - Administration	7-6-28-9755-300	0	0	0	0	0				
COP Transmission Main - Parts / Supplies	7-6-28-9755-450	0	0	0	0	0				
Total River Intake / Supply Mains		66,984	189,308	1,435,878	577,660	110,370	0	0	0	0
Water Treatment - Administration	7-6-28-9752-300	4,376	14,090	11,405	10,920	0	0	0	0	0
Water Treatment - Travel	7-6-28-9752-307	0	0	0	0	0	0	0	0	0
Water Treatment - Contracts/Engineering	7-6-28-9752-330/331	53,723	406,943	1,393,568	3,803,790	1,871,922	0	0	0	0
Water Treatment - Equip. Lease / Rental	7-6-28-9752-340	0	5,216	0	0	0	0	0	0	0
Water Treatment - Rent & Lease	7-6-28-9752-345	0	0	0	0	0	0	0	0	0
Water Treatment - Insurance	7-6-28-9752-400	0	0	43,808	0	0	0	0	0	0
Water Treatment - Advertising	7-6-28-9752-410	133	130	0	0	0	0	0	0	0
Water Treatment - Meeting Costs	7-6-28-9752-423	0	0	0	0	0	0	0	0	0
Water Treatment - Parts and Materials	7-6-28-9752-450	723	4,868	1,279	0	0	0	0	0	0
Water Treatment - Small Tools, Equip, Furniture	7-6-28-9752-451	0	0	0	0	7,800	0	0	0	0
Water Treatment - Courier	7-6-28-9752-452	126	460	0	0	0	0	0	0	0
Water Treatment - Equip Res Charge	7-6-28-9752-800	126	709	583	0	0	0	0	0	0
Water Treatment - Vehicle Purchase		0	0	0	0	0	9,100	0	0	0
Water Treatment - Gas & Oil	7-6-28-9752-460	0	0	0	0	0	0	0	0	0
Water Treatment - Hydro	7-6-28-9752-461	144	561	0						
Total Water Treatment		59,351	432,977	1,450,645	3,814,710	1,879,722	9,100	0	0	0

Capital - Program Summary

Description	G/L	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2022 Budget
Aquifer Storage and Recovery - Administration	7-6-28-9753-300	2,657	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Contracts	7-6-28-9753-330	25,957	0	0	0	0	0	0	0	299,000
Aquifer Storage and Recovery - Engineering	7-6-28-9753-331	3,440	0	0	0	0	0	13,000	13,000	26,000
Aquifer Storage and Recovery - Equip Rental	7-6-28-9753-340	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Meeting Costs	7-6-28-9753-423	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Advertising	7-6-28-9753-410	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Parts / Materials	7-6-28-9753-450	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Small Tools	7-6-28-9753-451	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Courier	7-6-28-9753-452	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Hydro	7-6-28-9753-461	0	0	0	0	0	0	0	0	0
Aquifer Storage and Recovery - Equip Res Charge Out	7-6-28-9753-800	80	0	0	0	0	0	0	0	0
Total Aquifer Storage and Recovery		32,134	0	0	0	0	0	13,000	13,000	325,000
Total Capital		158,469	622,285	2,886,522	4,392,370	1,990,092	9,100	13,000	13,000	325,000
TOTAL EXPENDITURES		164,697	624,811	2,888,205	4,396,660	2,136,394	233,922	239,174	241,462	553,852

Table 3

THE CITY OF PARKSVILLE
For the Twelve Months Ending December-31-18

Table 3

	2017 ACTUAL YTD	2018 ACTUAL YTD	2018 O/S Invoices	2018 Estimated Cost	2018 AMENDED BUDGET	BUDGET REMAINING	% OF BUDGET USED
ERWS							
<u>Funding Sources</u>							
<u>Partners Requisition</u>							
RDN Requisition	(\$1,870,941.27)	\$0.00			(\$3,801,350.00)	(\$3,801,350.00)	0.00%
Parksville Requisition	(6,304,309.62)	0.00			(10,819,240.00)	(10,819,240.00)	0.00%
Total Requisitions	(8,175,250.89)	0.00			(14,620,590.00)	(14,620,590.00)	0.00%
<u>Operating Expense</u>							
Administration	6,470.32	16,155.23			16,600.00	444.77	97.32%
Minor Capital	0.00	0.00			0.00	0.00	0.00%
Total Operating Expense	6,470.32	16,155.23			16,600.00	444.77	97.32%
<u>Other</u>							
Writedown of Capital Assets	0.00	0.00			0.00	0.00	0.00%
<u>Capital</u>							
<u>Funding Sources</u>							
Aquafer Storage Recovery Grant	0.00	0.00			0.00	0.00	0.00%
River Intake	0.00	0.00			0.00	0.00	0.00%
Water Treatment Plant Grant	(3,553,850.00)	(1,205,798.00)			(3,934,320.00)	(2,728,522.00)	30.65%
Joint Transmission Line	(358,700.00)	(52,798.00)			0.00	52,798.00	0.00%
Springwood Transmission Line	(2,551,618.00)	(1,343,052.00)			(1,194,480.00)	148,572.00	112.44%
	(6,464,168.00)	(2,601,648.00)			(5,128,800.00)	(2,527,152.00)	50.73%
<u>Capital Expenditures</u>							
River Intake	4,730,135.57	1,846,832.00	4,525.40	1,851,357.40	2,064,240.00	212,882.60	88.71%
Water Treatment	5,579,401.86	8,437,725.00	238,505.86	8,676,230.86	14,671,960.00	5,995,729.14	52.03%
Joint Transmission Line	792,470.24	175,975.14		175,975.14	157,530.00	(18,445.14)	111.71%
Springwood Transmission Line	3,530,940.90	2,381,757.00	8,621.30	2,390,378.30	2,839,060.00	448,681.70	83.37%
Total Capital Expenditures	14,632,948.57	12,842,289.14	251,652.56	13,093,941.70	19,732,790.00	6,638,848.30	60.85%
Net ERWS (Surplus)/Deficit	\$0.00	\$10,256,796.37			\$0.00	(\$9,422,701.50)	0.00%

THE CITY OF PARKSVILLE
For the Twelve Months Ending December-31-18

2017 ACTUAL YTD	2018 ACTUAL YTD	2018 O/S Invoices	2018 Estimated Cost	2018 AMENDED BUDGET	BUDGET REMAINING	% OF BUDGET USED
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THE CITY OF PARKSVILLE
For the Twelve Months Ending December-31-18

	2017 ACTUAL YTD	2018 ACTUAL YTD	2018 O/S Invoices	2018 Estimated Cost	2018 AMENDED BUDGET	BUDGET REMAINING	% OF BUDGET USED
ERWS							
<u>Funding Sources</u>							
<u>Partners Requisition</u>							
RDN Requisition	(\$1,870,941.27)	\$0.00			(\$3,801,350.00)	(\$3,801,350.00)	0.00%
Parksville Requisition	(6,304,309.62)	0.00			(10,819,240.00)	(10,819,240.00)	0.00%
Total Requisitions	(8,175,250.89)	0.00			(14,620,590.00)	(14,620,590.00)	0.00%
<u>Operating Expense</u>							
Administration	6,470.32	16,155.23			16,600.00	444.77	97.32%
Minor Capital	0.00	0.00			0.00	0.00	0.00%
Total Operating Expense	6,470.32	16,155.23			16,600.00	444.77	97.32%
<u>Other</u>							
Writedown of Capital Assets	0.00	0.00			0.00	0.00	0.00%
<u>Capital</u>							
<u>Funding Sources</u>							
Aquafer Storage Recovery Grant	0.00	0.00			0.00	0.00	0.00%
River Intake	0.00	0.00			0.00	0.00	0.00%
Water Treatment Plant Grant	(3,553,850.00)	(1,205,798.00)			(3,934,320.00)	(2,728,522.00)	30.65%
Joint Transmission Line	(358,700.00)	(52,798.00)			0.00	52,798.00	0.00%
Springwood Transmission Line	(2,551,618.00)	(1,343,052.00)			(1,194,480.00)	148,572.00	112.44%
	(6,464,168.00)	(2,601,648.00)			(5,128,800.00)	(2,527,152.00)	50.73%
<u>Capital Expenditures</u>							
River Intake	4,730,135.57	1,831,125.52	20,232.22	1,851,357.74	2,064,240.00	212,882.26	88.71%
Water Treatment	5,579,401.86	7,634,114.53	1,030,548.79	8,664,663.32	14,671,960.00	6,007,296.68	52.03%
Joint Transmission Line	792,470.24	175,975.14		175,975.14	157,530.00	(18,445.14)	111.71%
Springwood Transmission Line	3,530,940.90	2,366,979.08	17,622.69	2,384,601.77	2,839,060.00	454,458.23	83.37%
Total Capital Expenditures	14,632,948.57	12,008,194.27	1,068,403.70	13,076,597.97	19,732,790.00	6,656,192.03	60.85%
Net ERWS (Surplus)/Deficit	\$0.00	\$9,422,701.50			\$0.00	(\$9,422,701.50)	0.00%