

2016

QUARTERLY REPORT EXECUTIVE SUMMARY

SECOND QUARTER

stalbert.ca

City of St. Albert Cultivate Life

2016 QUARTERLY REPORT

SECOND QUARTER EXECUTIVE SUMMARY

The City of St. Albert 2016 Corporate Quarterly Report– Quarter Two is provided to meet Council's need for regular and formal communication from the City Manager. The report provides pertinent information on progress for the quarter ending June 30, 2016 related to City of St. Albert Strategic Plan approved by Council in February 2016 with Council Policy C-CG-02 City of St. Albert Strategic Plan.

The Financial Summary is also part of the Quarter Two Report and an online performance dashboard that can be accessed through the City's website or the following link:

StATRACKER - Performance Dashboard - City of St. Albert

Quarter Two Progress Update

The following section provides an overview of progress made in Quarter Two 2016 towards City of St. Albert Strategic Plan. For a more detailed progress update, please review the 2016 Quarterly Report – City of St. Albert Strategic Plan Project Status Update – Quarter Two.

Pillar of Sustainability: Social



We are a friendly community and inclusive community of passionate equals, where everyone feels a sense of belonging. We believe that community starts with the person next door.

Quarter Two activities include:

- *Site Options for Affordable Housing* - This project is related to the identification and acquisition of land for additional seniors housing facilities. This project is part of the Housing Diversity Action Plan (2015) which main goal is to encourage housing diversity. Once the site options for seniors housing facilities have been determined they will be incorporated into the 2016-2035 Corporate Land Strategy Action Plan (2016).

Pillar of Sustainability: Economic

We prosper and excel through a strong and diverse economy that is supported by forward-thinking commerce, outstanding local businesses and a dynamic downtown core.

Quarter Two activities include:

- *Downtown Parking Technical Study/Action Plan* - At the January 8, 2016 Council Strategic Retreat the issue of downtown parking was discussed. Based on input received from Council a Downtown Parking Strategy is being completed including using different servicing assumptions and development scenarios. A Downtown Parking Workshop for Council has tentatively been scheduled for October 3 to discuss the findings of the report and develop a Downtown Parking Action Plan.

Pillar of Sustainability: Built Environment

We build our community towards the future to sustain balanced development, with a reverent eye to the past, honouring our unique settlement history and distinct identity.

Quarter Two activities include:

- *Transit Local Route Restructuring Project* – This project is focussing on improving the local transit routes to provide greater accessibility and more options within St. Albert. A Local Transit Advisory Committee was formed in Quarter One 2016 and consists of residents, transit users and City Administration. The Committee will be meeting monthly and will review, and provide input into the new proposed local route design. Open Houses to review the proposed changes are planned for Quarter Three or Four 2016.

Pillar of Sustainability: Natural Environment

We protect, embrace and treasure our deeply-rooted connections with the natural environment through championing environmental action.

Quarter Two activities include:

- *Natural Areas Assessment Plan* - The Natural Areas Assessment Report was finalised and will be presented to Council in Quarter Four. The report will be used by Environment, Planning and Development, Engineering, Public Works and Recreation and Parks for planning and development reference and for developing consistent management plans and procedures for all City protected natural areas.

Pillar of Sustainability: Culture

We are proud of our storied history that has fed and nurtured our festive and culturally-rich community.

Quarter Two activities include:

- *Lois Hole Provincial Park* – The City continues to liaise with Alberta Tourism on Lois Hole Provincial Park.

Governance Strategy

Council is committed to ensure that the City of St. Albert is a responsive, accountable government that delivers value to the community.

Quarter Two activities include:

- *Advocacy Plan for Ray Gibbon Drive* - An updated advocacy plan was approved by Council on June 13, 2016. On June 15, a response from the Minister of Transportation indicated that the province would be conducting a traffic modelling study that would be completed by mid-August. Administration will follow up with a meeting request to discuss the findings of the study in late July 2016.

Service Delivery Strategy

Council is committed to ensure that the City of St. Albert is a responsive, accountable government that delivers value to the community.

Quarter Two activities include:

- *Continuous Improvement Project 2016, Public Engagement Phase 3* – The Public Engagement Advisory Committee has met several times and have completed a review of the current state of public engagement in St. Albert and a best practice research report. Planning for September public engagement activities including an online survey are in progress. The Committee will present an update to Council in August. The purpose of the Committee is to provide advice to Council on the draft Public Engagement Policy and provide input to City staff on a proposed management plan to implement the new policy.

Performance Indicators

The online StATRACKER Performance Dashboard (stalbert.ca/city-hall/statracker/) provides residents with a range of performance indicators as part of the City's efforts to increase transparency and inform residents of the overall performance of the City. This tool is reviewed on a regular basis and will continue to evolve as the City's performance measurement program matures.

The StATracker Performance Dashboard now also includes indicators related to the City of St. Albert Strategic Plan. The purpose of these strategic indicators is to measure change over time in terms of progress toward (or away from) the Community Vision and outcomes described for each Pillar of Sustainability (Social, Economic, Built Environment, Natural Environment and Culture) within the City of St. Albert Strategic Plan. These indicators can be accessed under the "Strategic" heading on the StATracker dashboard.

The online dashboard can be accessed on the City's website or via the following link:

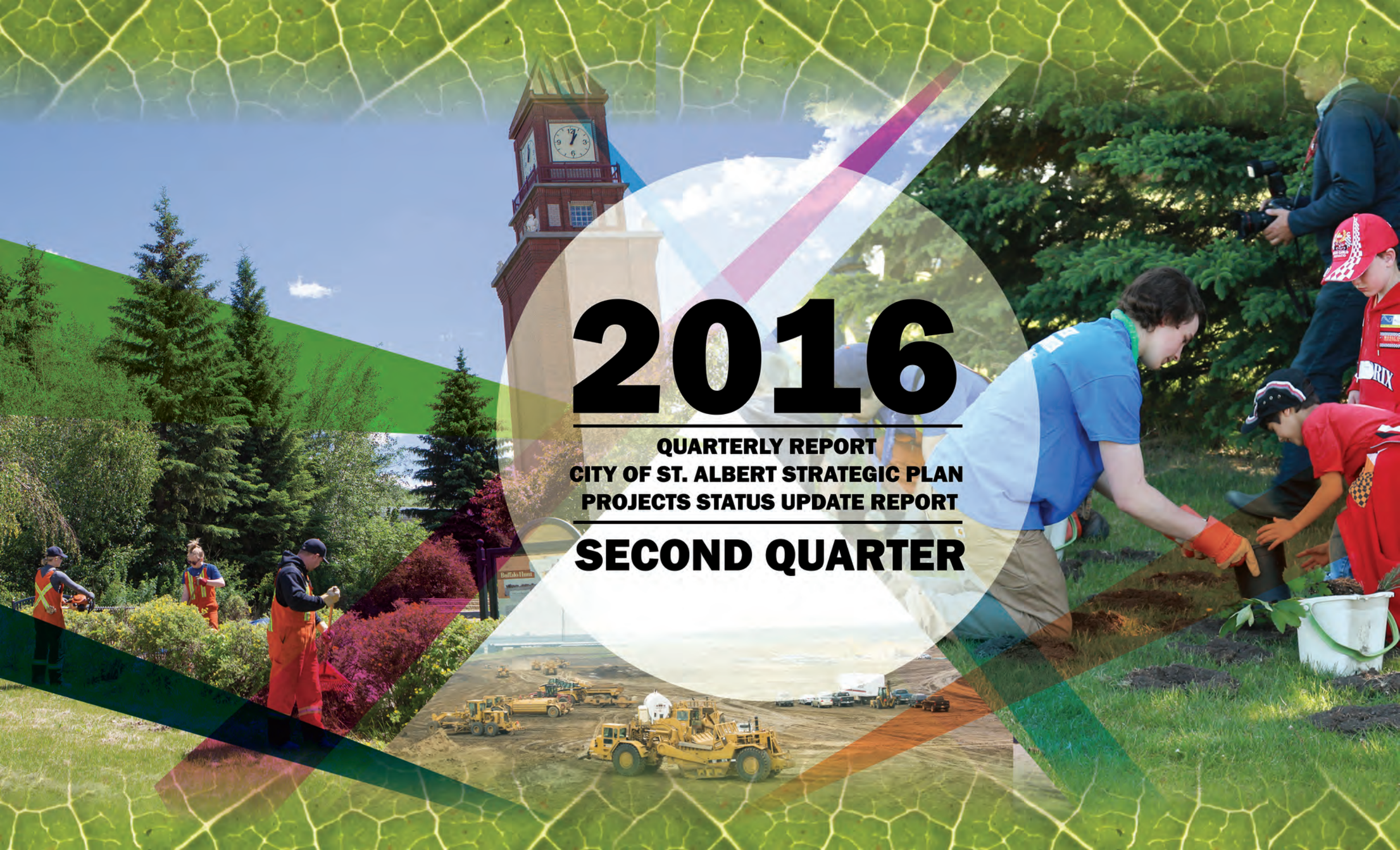
StATRACKER - Performance Dashboard - City of St. Albert

The following indicators were updated with new data in Quarter Two:

- New Building & Renovation Construction Value Per Quarter
- City Permanent Employee Retention Rate
- Criminal Code Incidents Per 1000 Capita Per Quarter
- Drop-in Recreation, Fitness and Aquatics Program Participants Per Quarter
- Landfill Diversion Rate
- New Business Licenses Per Quarter
- Registered Participants for Cultural Programs
- Registered Recreation, Fitness and Aquatics Program Participants Per Quarter
- Renovation Construction Value Per Quarter
- Rental and Programmed Hours at Cultural Spaces
- Rental and Programmed Hours at Recreation Spaces
- St. Albert Transit Annual Ridership
- Total Emergency Response Time Per Quarter
- Total Number of 911 Calls Received Per Quarter
- Transit Commuter Ridership Per Quarter
- Vehicle Injury Accidents per 1000 Capita Per Quarter

- Visitors to Historic, Cultural & Heritage Sites, Museums

For a more detailed progress update for Quarter Two projects and progress, access the 2016 Quarterly Report, City of St. Albert Strategic Plan Projects Status Update Report.



2016

QUARTERLY REPORT
CITY OF ST. ALBERT STRATEGIC PLAN
PROJECTS STATUS UPDATE REPORT

SECOND QUARTER

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
SOCIAL			
St. Albert's Seniors Association	Rehabilitate and expand the program space in the 50+ Club building		Project is on schedule for re-opening in Fall 2016, and the Senior's Club will be able to begin the move back into the building in early August. The buildling name was officially changed and is now called "Red Willow Place" and the planning for the grand re-opening is underway.
City's Emergency Plans	Further develop and implement the City's emergency plans.		The 72 Hour Emergency Planning Guide is being adapted for a Quick Action Guide (70% complete). The ICS 300 course completed. The Risk Communication workshop was held with 39 participants. The Municipal Emergency Plan has been revised and the Emergency Management Bylaw has been reviewed by Legislative Services. A partnering agreement is in place with NorQuest College to create a Community Resilience training program and the first course will occur in St. Albert in December. A Letter of Understanding (LOU) was developed for alternate Reception Centre location (Alliance Church). LOU's have been signed off with the two school boards and the Salvation Army facility.
Community Diversity and Inclusion Initiatives	Develop, promote and support community events that embrace diversity and culture.		"It Starts With Me" Campaign snapshots covered in this quarter included Understanding Race and Culture and LGBTQ2 in 2 separate events with 46 internal staff attending. The community Pride Picnic attracted approximately 400 participants. Due to high interest, another Blanket Exercise was held with a full complement of 40 attendees.
Community Wide Bullying Strategy	Support development of a community wide bullying strategy.		It Starts With Me education and awareness campaign incorporates anti-bullying in all of the initiatives. April's 'snapshot' was Understanding Race and Culture and June featured LGBTQ2 events and information sessions.
Transit Governance Review	Participate in the Regional Transit Commission Assessment.		An initial report on this project with Edmonton, on forming a single operating entity, has been completed and was approved by Edmonton and St. Albert City Councils along with funding for a study. A second report outlining the structure of a potential new operating entity (focusing on the Commuter Model) and a recommendation to continue with a more detailed cost and benefit analysis was presented and approved by both Councils in Quarter One 2016. A more detailed report focusing on unanswered questions from the previous reports is due to be presented to both Councils at the end of Quarter Three 2016. Administration has held several meetings in Quarter Two and procured a consultant to assist in develpment of the final report.
Establish a Youth Council	To provide information and advice to Council in relation to issues involving or affecting youth related to policy, initiatives, building relationships with youth focussed organizations, education outreach and reporting to Council once a year.		Council directed Administration to work with St. Albert youth and develop a bylaw to form the St. Albert Youth Council. Community & Social Development has consulted with youth who provided input into a draft terms of reference for the Youth Council.
Homelessness Prevention Strategy in St. Albert and Sturgeon County	Research and develop a homelessness prevention strategy		No update.
Mental Health Awareness	Mental Health Strategy		Caelin Porter Mental Health Awareness Walk was held in May. Thirteen Library staff were trained in Mental Health First Aid.
Open Payment Fare System Project (Smart Card)	Implement a regional Open Payment fare collection system in partnership with the City of Edmonton and Strathcona County.		The Province announced funding approval for Smart Fare, which included Smart Bus. Administration started initial discussions with the regional partners, Edmonton and Strathcona. In Quarter 1, the City of Edmonton has acquired the services of professional management consultant to oversee the entire project. Edmonton, together with the regional partners and the managing consultant released a request for comment in Quarter 1. Release of Request for Proposal was prepared and released in Quarter 2.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
Poverty Reduction Strategy	Develop a community wide Poverty Reduction Strategy.		No update.
Protection of Person's and Property Bylaw Review	Review the Bylaw and report to Council on findings and recommendations if any.		Bylaw has been reviewed and further research is currently being undertaken. Report to Council is scheduled for July 4, 2016.
Safe Journey to School Program Implementation	Implement recommendations from the Safe Journey to School program.		In progress. Sign work and line marking work underway; design work associated with pedestrian curb extensions and ramps has been completed and construction work will begin mid-August. School zone warning flashers have been placed; school traffic data is being compiled and reported on and will be used for evaluation and enforcement coordination. Pilot of rectangular rapid flashing beacon crossings (RRFB's) started.
Site Options for Affordable Housing. (previously titled: Options for new facility and expansion of North Ridge Lodge)	Advocate for expansion of North Ridge Lodge and identify options for another facility similar to Chateau Mission Court.		This project is linked to the Corporate Land Strategy as it relates to the identification and acquisition of land for additional seniors housing facilities. The Housing Diversity Action Plan was approved by Council in 2015 and the initiatives contained in this action plan related to land have been incorporated into the 2016-2035 Corporate Land Strategy Action Plan, which was approved by Council on April 25, 2016. The intent of this item was two-fold, the first, related to the expansion of North Ridge Lodge to which City activities are now complete and the second related to future site options. As such, the title has been adjusted to reflect a broader scope.
The Collective (FKA Youth Hub)	Ensure youth are actively engaged and supported.		Grand opening was held May 10th. A Community Intake Worker was hired in June. There are several youth interested in the entreprenuerial component and the 300 sq ft of retail space is attracting interest.
ECONOMIC			
Downtown District update in LUB (DARP)	Update Downtown District in LUB to incorporate all of downtown.		This work is postponed pending the downtown parking and downtown development scenario work. The item is expected to be brought back to Council in Quarter Four 2016.
Downtown Parking Technical Study/Action Plan	Develop a strategy to ensure effective provision and management of parking resources over time for Downtown.		At the January 8, 2016 Retreat Administration explored the issue of downtown parking with Council. A draft of the Downtown Parking Strategy is nearing completion, but is contingent upon finalization of servicing assumptions and development scenarios. A Downtown Parking Workshop has tentatively been scheduled for October 3, with finalization of the Technical Study Action Plan to take place in late 2016/early 2017.
Employment Lands Plan Framework	Develop a high level conceptual framework plan for development of employment lands.		Administration continues to work on marketing the lands for land assembly. Discussions took place with several land owners to determine their interest in selling or developing land. Planning & Development worked closely with Economic Development to present an early draft of the Design Principles for the Employment Lands on June 27th, 2016 which Council has directed undergo further public engagement and received of feedback from Council members during the summer months.
Foreign Direct Investment	Foreign Direct Investment Initiative (former "Promote the Capital Region Export Alliance to expand Economic Development").		Administration followed up with several key companies from the trip, to examine opportunities for continuing relationships and to test the market for their products and services with St. Albert developers and investors. Administration has also extended the contract of the site selection consultant Research on Investment to utilize the remaining funds from the original Municipal Affairs grant. The consultant has begun examining potential sites and targets in Canada and the United States that align with St. Albert's target sectors and Smart City initiative. Work on this consulting project should be completed in August and will provide Economic Development a list of approximately 500 leads in North America.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
Land Use Bylaw Review and Update (Housing)	Review the Land Use Bylaw		The contract was issued and the project was initiated. A developer focused public engagement session was held in December 2015 and a public open house was held in January 2016. A workshop was held in Quarter Two, where stakeholder input was reviewed and Council was provided with an opportunity to provide input. Additionally, the consultants finalised a Land Use District Analysis Summary document, to be presented to Council on July 11, 2016. The Agenda Report for this agenda item, "Land Use Bylaw Residential District Amendment Strategies", recommends that this report be received as information, and that Administration return to Council in Quarter Four 2016 with proposed LUB amendments for Council consideration.
Servicing Requirements for Growth	Explore front-end funding options for the servicing of lands for commercial and industrial development.		Administration is currently working in conjunction with Sturgeon County to look at priority growth areas within the shared boundary region. This foundation work will provide an input into the long-term management and delineation of growth servicing requirements that will be required to support the long-term sustainable development of the region. The next meeting of both Councils will take place on August 30.
Shop Local Concept (Downtown)	Help develop, support and promote the concept of Shop Local in downtown St. Albert.		Economic Development and Community and Social Development have chosen a retail business as the first tenant in the "300". Interest in the space was strong, with several businesses on the wait list. The intent is to incubate retail businesses in this space by limiting lease lengths. Economic Development continues to meet with downtown businesses to jointly plan initiatives that will strengthen our business community and promote people to shop locally.
Smart City Master Plan Development and Alberta Smart City Alliance	Support the Smart City Master Plan and Alberta Smart City Alliance to foster increased efficiencies and capacity through serving as a living lab for innovative and cutting-edge municipal technology solutions.		In Quarter Two, the City's proposed Smart City Master Plan was finalised and presented to Council on May 24, 2016. A public review of the Master Plan commenced thereafter, concluding on June 24, with a summary of feedback to be developed. This summary will be presented to Council with the final recommended Plan on September 6, 2016. In April, the City also supported the Alberta Smart City Alliance in delivering the 2016 Alberta Smart City Symposium in Banff. The Symposium attracted over 180 attendees from Canadian governments, academic organizations, and private sector organizations, and had a great selection of speakers and sponsors. It is being hailed as a tremendours success in supporting the growth of Smart City markets and applications across Alberta.
St. Anne Street Realignment	Realign St. Anne Street to provide greater versatility (pedestrian, cyclists, transit and vehicles) and allow for a better relationship with the riverfront.		Work completed in Quarter Two. Construction of underground utility conduits, the sidewalk, and the curb and gutter on east side allowed permanent pedestrian access to be restored along the new alignment between Sir Winston Churchill Avenue and St Thomas Street. Also the curbs and gutters on St Anne Street from Sir Winston Churchill Avenue to Grandin Medical were removed and replaced as well as the widening of the sidewalk on the west and east sides. The landscaping of the adjacent boulevards and area behind the sidewalk was also completed.The promenade sidewalk was completed on both sides of the road complete with tree planter locations. Work was halted between May 31 to June 5th to accommodate the Children's Festival and on Saturdays from June 11th onwards for the Farmers Market. St Anne Street was closed between the St Joseph Street lane/Grandin Medical access and St Thomas Street island on June 6th to permit roundabout construction to commence. The temporary sidewalk connection on the west side of St Anne Street used during the winter and Children's Festival, was removed at this time also. For Quarter Three work will continue on the roundabout, street lighting, roundabout approach medians, sidewalk in front of courthouse and landscaping of remaining boulevards and landscaped areas. Pavement markings and traffic signage will also be installed. Project completion will be achieved in Quarter Three with road opening planned towards the end of August 2016.
BUILT ENVIRONMENT			
Asset Management Framework	Establish a corporate policy for life cycle replacement of assets and ensure documentation is in place to guide Administration's plans and budgets.		The City Manager Directive on Asset Management was reviewed by SLT in 2015 and further revisions were requested. A Terms of Reference being developed for the Administrative Committee on Asset Management and the Administrative Committee will present these revisions to SLT (anticipated to be completed in late 2016). An inventory of minor asset classes is currently being completed by Engineering Services for review and assignment by the Committee.
Baseball Diamonds Safety Fencing	To install safety fencing along the sides of 21 City owned baseball diamonds to protect the benches and spectator sidelines.		Tender for safety fencing has been awarded to Tri-Tec Construction with construction to be completed in Quarter Three 2016 of 10 ball diamonds. Two of the original diamonds located on school board land will not be completed in 2016 due to impacts from other school projects. Another site did not allow for adequate clearance so has been deferred for now.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
Capital Partnership Program	This shared funding program is designed to stimulate new capital projects to help prepare St. Albert for the anticipated community growth.		The Dynamyx Preliminary Business Case was presented to Council with a recommendation to not approve the project further, into the detailed business plan stage, and Council approved the recommendation. As well, Administration presented a draft Bylaw to Council in June 2016, feedback from Council is has been requested, and the Committee will then make any final changes to the Bylaw and report back to Council by the end of 2016.
City Parks Refurbishment Plan	The purpose of this project is to upgrade and replace parks infrastructure.		Signage design and guidelines are 90% complete with a final review being completed in Q3. Signage manufacturing and installation specifications to be reviewed in Q3/Q4. Installation of signage will not occur until 2017 once guideline documents are approved.
Corporate Land Strategy Workplan	This on-going project is in place to guide the work required to prepare Council to make decisions related to land to ensure that council priorities that involve land are addressed.		In Quarter One 2016 the reporting requirements related to Land Transactions were presented to Council. In April 2016 additional information was presented including the 2016-2035 Corporate Land Strategy Workplan, a Council Communication Process and three in-camera recommendations are planned for discussion. The Strategy is now in the implementation stage, with quarterly updates to be provided to Council.
Development of Public Art Maintenance and Restoration Plan	The long-term plan will ensure that the City's public art collection is preserved and maintained for current and future generations.		Additional condition assessments and appraisals have been collected to inform the ongoing development of the maintenance and restoration plan.
Digital Display Update	Review the Land Use Bylaw		Council direction was received to review digital displays. The item is scheduled to go before Council on August 22, 2016.
Everitt Park	Development of adjacent park space to Lois E Hole School.		Council approved funding for the development of Everitt Park in 2016 to ensure the park was complete for school opening in 2017. Tender awarded to Grasschopper and work will commence in July.
Fixed Network Automated Meter Infrastructure (AMI) Water Meter System	Implement reading of water meters electronically to allow online access to water consumption data. It will also assist with detecting leakage in a timely basis and provide support to consumers in monitoring/reducing water consumption.		Capital program was reviewed by the Utility Director and a update provided to City Manager and Council in Quarter Two. Council through the Capital Budget process approved moving forward with this project.
Founders' Walk - Phase Three	Design and construction of the third phase of Founders Walk utilizing existing trails extending the walk from the grain elevators to Perron Bridge, along river.		Planning for the design phase of Founders' Walk – Phase Three will continue through Q3 and Q4.
Founders' Walk -Phase Two	Continue with Phase 2 of the Founder's Walk.		SG Landscaping began work on Founders' Walk - Phase Two on April 12.
Growth Areas For Transit Service	Support growth-area transit service to higher density residential areas.		Schedule adherence monitoring was done to determine priorities for growth service additions. Improvement of transit service levels to new growth areas will coincide with the local route restructure plan that is currently in development. Consultation with the newly formed Transit Advisory Committee began in Quarter One and continued in Quarter Two 2016.
Healing Garden	As part of Founders Walk Phase 2, the Healing Garden will be designed to be an accessible, therapeutic sanctuary for survivors of Residential Schools, and for victims of abuse who are on a transformation reconciling journey.		Administration was successful in securing a $15,000 grant from the Anglican Healing Fund to go towards the creation of the Healing Garden. Planning continues, with desgn complete for the initial phase and construction slated to begin over the summer.
Heritage Park-French Canadian Farm	This is the development of the French Canadian Farm portion of the overall Heritage Sites Functional Plan, complete with demonstration crops, focussing on River Lot #23 and the Natural Area		Planned for Quarter Two was the review of phasing and update cost estimates for future phases. This work will continue into Q3.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
Heritage Sites Phase Two Restoration - Cunningham and Hogan Houses/Brosseau Granary	The Phase 2 restoration of the historic Cummingham and Hogan houses at the Heritage Sites.		Phase 2 A Contractor has remobilized and has started with the continuation of the exterior restoration on Hogan and Cunningham Houses. Remaining work is as follows: Hogan House: wheelchair accessibility ramp, front entry stairs, second coat of exterior paint, veranda railing installation, basement window installation, eaves troughing, parging and clean up of odds and ends Cunningham House: stucco repairs, parging and odds and ends clean up. Interior restoration for both houses has been tendered and presently being evaluated. Anticipated completion of the project is October 2016. Foundation and basement construction for the Chevigny House and Brosseau Granary has started with final building moves expected the latter part of July. This construction and relocation are required prior to a Phase 2 B construction start. Phase 2B Final design drawings and tender documents preparation are in final review with tendering expected by mid to late July 2016. Construction start expected in August with some carry over likely to 2017.
Joyal Park	Development of adjacent park space to Sister Alphonse Academy and Joseph M. Demko School		A partnership is moving forward between Alberta Infrastructure, both St. Albert School Districts and the City of St. Albert to develop the school and park as one construction tender. Council approved moving forward funds to 2017 to enable the City to complete the park at the same time as the school. A memorandum of understanding is signed between both School Districts with a development agreement to follow in Q3.
Juneau House	Restoration and structural repair of Juneau House		This project is substantially completed on the interior with only minor deficiencies remaining. Exterior stucco work is underway with only the final coat to be installed within the next couple weeks. Remaining after the stucco work is general site clean-up and landscaping. Full completion is projected for end of July 2016.
Lacombe Park West Construction	Construction of the park, trail and recreation amenities in Lafleur Park and Leveque Park based on the 2014 Lacombe Park(West) Master Plan.		Major work has been completed on Lafleur Park and Leveque Park based on Lacombe Park West Master Plan. Leveque Park opened to the public in 2015. Lafleur Park opened in Quarter One 2016. Minor deficiencies still need to be addressed. If deficiencies are resolved, a formal park opening will occur in Quarter Three.
Lions Park Drainage	The purpose of this project is to address the existing drainage issues in Lion's Park and put infrastructure in place to ensure that the Park remains viable for both general public use as an events venue. Working in conjunction with DARP a long term plan for the Park will be completed.		This project has been put on hold and deferred until the completion of construction of St. Anne Realignment and 50+ Club project. This will minimize disruption to Lion's Park users. Interim solutions will be put in place to mitigate existing turf and drainage issues at Lions Park. The project will be reassessed in 2016.
Millennium Park Phase 1, Placemaking Design Concept	Draft ITT and TOR with coordination with Founders Walk, Heritage Walk, and Red Willow Park West projects with Millennium Park Placemaking Phase 1.		Dialog was selected as the placemaking consultant. A walkshop is scheduled for July 11. Numerous engagement opportunities and engagement are planned through July and August. The item is anticipated to go to Council in October 2016.
NAIT LRT Extension Route Redesign	Route restructuring to provide transfer connections with Edmonton's North LRT extension at NAIT which is consistent with the Transit Long-Term Department Plan.		Transit completed design changes for the NAIT and downtown commuter routes in Quarter One. Initial soft launch occurred in May 2016 with full implementation in September 2016. Some minor tweaks to the revised routes were also carried out.
New Facility Predictive Assessment Model (Action Plan for expansion of recreational facilities)	Implement an action plan to determine time and population triggers to expand recreational facilities with supporting cost estimates.		Administration planned to incorporate more detailed capital and operating cost estimation work into the Model in 2016, but as a result of Council Motion C273-2016 Adminstration is reworking the work plan and timing to align with the motion. The revised project deliverables will be provided to Council through a slot memo in July 2016.
North Interceptor Sanitary Trunk Line Phase 3 (Project 9)	The design and installation of a sanitary trunk line to convey the terminus of the existing Phase 1 North Interceptor at St. Vital and St. Albert Trail to the existing sub line at the ACRWC St. Albert Pump Station. This will facilitate growth within the downtown, Riel South, and west of Ray Gibbon Drive		Preliminary design is complete and the detailed design is in progress. The alignment has been refined and will follow Sturgeon Road along the south side of the river. A public open house occured April 2015to provide information to the public. As construction timelines are solidified further more open houses will be organized and released. Additionally Adminsitration has met with local stakeholder groups to further dessiminate information and solicit feedback. A prequalification of contractors is complete. Detailed deisgn is anticipated to be complete in summer 2016, with tendering in early fall. Once a qualified contractor is on board a delineated timeline for construction will be released.

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City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
North Ridge Park	Construction of the soccer field, outdoor rink and parking lot in Natalia Park based on the 2010 North Ridge Park Master Plan.		Outdoor rink and parking lot is open to the public with minor work completed in Quarter Two The tender for Phase 2 which includes trail connections and playground has been awarded with construction anticipated to begin in Quarter Three.
North Ridge Phase 2 or 3 amendment, 43 City Annex North (City Land)	City owned land background studies and Area Structure Plan amendment.		Invitation to Tender is being drafted with likely closure for call in June 2016. Process will take until Quarter Four 2017 for public hearing on Area Structure Plan (ASP) amendment to North Ridge ASP. The Badger ASP work was postponed until 2018 by Council on July 4, 2016.
Offsite Levy Policies	Policies will provide a consistent and transparent framework to encourage and support growth while ensuring infrastructure costs are allocated appropriately. Policies will provide direction on front ending, recoveries, debt sharing, and oversizing of infrastructure.		Administration is working on the development of a full Management Plan including the revision of related Project Charters and Policies to be presented to Council in August and September 2016, prior to Budget. Debt Sharing was deferred for exploration into Quarter Three 2016, pending staff availability and will require substantial consultation with developers and local development stakeholders to ensure that the white paper reflects the necessary requirements within a Debt Sharing system.
Park & Ride Transit Centre Project	Develop a park and ride location and plan. Provision of park and ride facility on surplus Transportation Utility corridor lands for St. Albert Transit users aiming to increase ridership.		Administration met with the City of Edmonton in Quarter One to discuss planning and engineering requirements related to the construction of the park and ride within the City of Edmonton corporate limits. In Quarter Two, engineering have been evaluating and assessing Edmonton on-site and off-site requirements for the project.
Park and Ride Transit Centre Land Agreement	Develop a park and ride location and plan. Develop a lease agreement with the City of Edmonton and the province of Alberta for lands within the Transportation Utility Corridor.		Administration is continuing coordination with the City of Edmonton and the Province of Alberta on purchase of the land. Draft purchase of agreement was received by the province for administrations review. A draft term sheet on the conditions for the ownership of the land was received from the City of Edmonton. Administration reviewed terms of an agreement and have forwarded comments back to the City of Edmonton in hopes to finalize these terms in Quarter 3.
Parks and Open Space Guidelines	Update the 1994 Parks & Open Space Guidelines document to align with current and future vision of Parks and Open Spaces in the City of St. Albert		Work on review of the Parks and Open Space Guidelines has begun with review and update of elements within the document underway. The data is currently being analysed so there is no update for Quarter Two.
Renovation of Progress Hall	Progress Hall is in need of a complete update and refurbishment including all architectural and theatrical elements and amenities. This update will greatly improve the functionality and patron comfort of the space that has not seen a major update in 30 years.		Design plans have been signed off with tender going out early Quarter Three.
Riel Park Phase 5 - Design and Construction and Amenities Building	Completion of the Riel Park facility enhancements including trail development and landscaping and paving of the multi-use parking lot and bus turn around and completion of the Riel Park facility enhancements including design and construction of the amenities building.		Tender for the Riel Park Amenities building was awarded to Whiten Construction. Open House has held on May 17 with 15 attendees. Public feedback was very positive. Construction to begin summer 2016. Riel Phase 5 design plan for trail and parking lot is 60% complete with construction anticipated in 2017.
SCADA System Upgrades	Conduct a current state assessment, upgrade options analysis and Master Plan development for the Supervisory Control and Data Acquisition Systems (SCADA) that is the primary control and monitoring interface for Water and Sewer Facilities throughout the City.		The Request for Proposal for consulting services closed on January 14, 2016 and awarded in Quarter Two. The consulting contract deliverables will include current state assessment, identifying options and costs analysis and preparing a Supervisory Control and Data Acquisition System (SCADA) Master Plan to upgrade the existing SCADA systems as identified for 2017/2018 in the WATER/WASWT-005 RMR Capital Charters.
Schedule C Signage Review	Review the Land Use Bylaw		The item is tentatively scheduled to go before Council on December 5, 2016
Sport Field Refurbishment Program	The purpose of the project is to address the maintenance requirements of the City's sports fields.		Tender for refurbishment of Dorchester Park and Glouchester Park was awarded to Heritage Landscaping with work to begin in Quarter Three.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
St. Albert Place Wayfinding and Signage	St. Albert Place Interior wayfinding and entrance augmentation to improve public wayfinding and communication displays.		Administration has received delivery of the digital kiosk and it is being readied for installation.
Transit Route Restructure	Local route and service restructuring.		Consultation and input from the newly formed transit advisory committee began in Quarter One 2016. Monthly meetings with the committee were conducted in Quarter Two and more meetings and development of a report is planned for Quarter Three. Open houses are also planned for Quarter Three or Four 2016.
Transportation Master Plan	Update the Transportation Master Plan to identify a transportation policy framework for the City and establish priorities for the City's investment in transportation and infrastructure for the future.		The final version of the Transportation Master Plan (TMP) was presented to Council on April 18, 2016, and was approved. An update to the Transportation Systems Bylaw is going to be presented to Council on September 26, 2016 and an Implementation Plan has been created for the TMP recommendations, with an aligned Project Charter for the 2017 Budget process.
Urban Village Guidelines	Update existing Urban Design Guidelines to ensure currency and relevance for upcoming development.		A draft of the Urban Village Guidelines has been completed and is under review.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
Whistle Cessation	Assess opportunities for whistle cessation to reduce noise pollution within the community.		The Consultant has completed the site safety assessments which will be utilized in communcation with CN representatives to seek further details and clarification related to recommendations made for site safety improvements that will result in support from CN to the City on Whistle Cessation. Site improvements identified solely as "safety" enhancements will be started on in August; traffic data at rail crossings will be collected and compiled for a report to Transport Canada starting in September. Public engagement is underway on identifying impacts of the whistle operation. Administration wil be reporting back to Council on September 19 with information collected from the public engagement as well as feedback and direction identified for further support from CN to move forward.
NATURAL ENVIRONMENT			
Air Quality Monitoring Station - Installation	Install the air quality monitoring station to provide long-term baseline information on the city's air quality.		The air quality monitoring station was installed in April and began providing real time air quality data in the same month. The ornamental fence, landscaping and educational decal wrap for the station were all completed prior to the opening celebration on Clean Air Day June 8th. The celebration was attended by Minister Shannon Phillips, local MLAs and City Councillors. About 50 grade 5 students from local elementary schools also atttended and were able to tour the new air station as well as get a safety check on their bike, try out the STAT bus bike rack and check out information booths from Alberta Environment and Parks, Alberta Capital Airshed, Canadian Lung Association, Clean Air Association and City of St. Albert Environment. The City of St. Albert will work with Alberta Environment and Parks to monitor air quality and develop targets for key parameters as proposed in the Environmental Master Plan.
Green Energy Generation - Investigation	Support green energy generation (e.g. solar and/or geo thermal).		As part of the Energy and Water Conservation Audit of major City facilities there was a review of potential green energy (i.e., solar, co-generation, etc.) opportunities for the recommended retrofits for existing City facilities. With the potential addition of a provincial Carbon Tax as well as Greenhouse Gas Emissions/Energy Conservation Grants, the City is in a good position to move forward on green energy retrofits for some of its existing facilities. As an example if the City retrofitted one of its medium-sized buildings with Solar Photovoltaics such as Transit or Fountain Park Pool the cost would be approximately $500,000 with eligibility for a $125,000 grants from the Municipal Climate Change Action Centre (AUMA) and would reduce the facilities annual electrical usage by 20% (approximately $17,000), reduce corporate greenhouse gas emissions by 150 tonnes and avoid $4,500 Carbon tax/year.
Green Gas Local Action Plan - Energy and Water Conservation Audit of Major City Facilities	Complete the Greenhouse Gas Local Action Plan to assist in reducing energy consumption and greenhouse gas (GHG) emission for the City, its residents and businesses.		The final Energy and Water Conservation Audit Report of major City Facilities was completed and the results shared with Council on May 16th. The recommended energy conservation measures in the report will be incorporated into Capital Charters and Business Cases for the 2017-2019 budget process. Administration has submitted intention to apply applications for energy conservation and solar energy grants from the Municipal Climate Change Action Centre (AUMA) for three projects: Heat Recovery System for Servus Place Pool, Cogeneration Plant for Servus Place and exterior/interior lighting retrofits. Through these three proposed projects the City could reduce electricity use by 20%, be eligible for a minimum of $100,000 worth of grants and avoid over $65,000 in Carbon taxes. The report also proposed a Solar Photovoltaic Pilot Project for one of City's major facilities possibly Servus Place, Transit or Fountain Park Pool.
Natural Areas Assessment Plan	Implement the Natural Areas Assessment Plan and develop natural areas policy.		The Natural Areas Assessment Report was finalised and will be presented to Council in Quarter Four. The report will be used by Environment, Planning and Development, Engineering, Public Works and Recreation and Parks for planning and development reference and for developing consistent management plans and procedures for all City protected natural areas.
Organic Waste Collection at City Owned Facilities	Coordinate organic waste collection at City owned facilities.		Administration met with various contractors to discuss a new option related to compost collection of City facilities. This option would provide "post collection sorting" of organic waste. It was determined that this would be the best and most cost effective option for City facilities. In Quarter 2 Administration has started working on preparation of tender documents for this project which will occur in conjunction with a new contract for City facility waste collection.
Ray Gibbon Drive Environmental Approval Monitoring - Phase 3 Wetland	Annual monitoring of Riel Marsh, Riel Constructed Wetlands and Wildlife Movement Impacts as per RGD Approval requirements.		No update for Quarter Two. Monitoring occurs in the summer and fall months.
Sedimentation and Erosion Control Project 2010 - 2021	Complete the Sedimentation and Erosion Control Plan to reduce the accumulation of sediments in the Sturgeon River. The 10-year Capital Plan identifies eight high priority outfall locations for retrofits to control sediment entering the Sturgeon River. Two outfalls have been completed since 2010. In 2015, the project will be reassessed and updates to timelines and budget will be recommended, if necessary.		No update for Quarter Two. For 2016, work will be aligned with the major storm water rehabilitation project along Perron Street with the possibility of a new grit interceptor at Outfall 11 (Perron Street Twins). With the completion of this grit interceptor, four out of the eight high priority storm water outfalls will be completed.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
Sturgeon River Watershed - Formation of Alliance	Following recommendation from the State of the Sturgeon River Report (2012), the purpose of this project is to work with the region and establish an inter-municipal taskforce/technical committee to harmonize inter-municipal plans, bylaws and policies related to watershed management issues.		The Sturgeon River Watershed Alliance (SRWA) Technical Advisory Committee has been focusing its work on three key projects: Water Quantity (hydrology), Water Quality and Regional Natural Areas studies.
CULTURE			
6th Arena Servus - Design	To determine the feasibility and complete design for a sixth ice surface for St. Albert, located at Servus Place.		A consultant has been selected with stakeholder engagement currently underway. A report to Council will be completed in Quarter Three.
City Playground Lifecycle Program	The City Playground Lifecycle Program ensures that City Playgrounds are safe and well maintained.		Tender has been awarded to MPI for replacement of Delage, Willoughby, Henderson and Erin Ridge playgrounds which is scheduled to begin in Quarter Three.
Community Story Telling Project	An historical accurate telling of community heritage through a network of signage around the city.		Collection of story submissions from the public was completed at end of Quarter Two. A research coordinator was hired and has been collecting stories from senior residents across the community. Final stories to be drafted and finalized by end of Quarter Four. Signage plans will be developed in Quarter One of 2017.
Grosvenor Slide	To install a new slide at Grosvenor Outdoor Pool.		Slide has been installed and was available to the public on May 28 when Grosvenor Outdoor Pool opened for the season. Public reaction to the slide has been positive. Information will be provided to Council in Quarter Three outlining the impacts of the changes to this facility.
Lois Hole Provincial Park	Liaison with Alberta Tourism to ensure City departments are informed of any capital projects at Lois Hole park to ensure appropriate review and permits are obtained in addition to exploring possible partnership opportunities.		No further progress has been made on this initiative.
Servus Expansion	Determine the costs and feasibility of expanding the Servus waterpark to include a lane swimming pool and change room expansion.		Tender for redesign has been awarded to Workun Garrick, who completed initial design work. Conceptual drawings including options, cost analysis, etc. have been received and will be presented to Council in Quarter Three with recommendations including proposed options and timing.
Servus Place Exterior Improvements	Improvements to the exterior of Servus Place including electronic sign, replacement of entrance sign, additional signage, and replacement of parking lot signage.		Sign design has been developed and Request for Quotation has been issued.
GOVERNANCE STRATEGY			
Advocacy plan for Ray Gibbon Drive	Develop an advocacy plan for the twinning of Ray Gibbon Drive.		An updated advocacy plan was approved by Council on June 13, 2016. On June 15, the Minister of Transportation sent a letter stating the traffic modelling study would be complete by mid-August. Administration will follow up with a meeting request in late July 2016.
Agenda Management Software	Implementation of software to facilitate more efficient processes for agenda report and Council meeting agenda development and distribution as well as management of workflows and tracking of actions resulting from Council Meeting decisions.		Staff training complete. On schedule for mock Council meeting and full implementation in late August/early September.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
Capital Project Management Policy Update	Update the policy to reflect changes to public sector accounting standards, best practices in project management processes and changes to the City's organizational structure.		Council approved the revised Council Policy C-P&E-02 Capital Project Management on April 18th, 2016. This item is now complete.
Capital Region Board Growth Plan Update	Actively participate in the Capital Region Board (CRB) Growth Plan update.		City representative has been attending all the Growth Plan Update Task Force meetings. Regular Administrative meetings have begun prior to the Capital Region Board (CRB) Growth Plan Task Force Meetings. The Growth Plan Update is into Phase 3 of 5 - Policy Development. The Province has agreed to an extension of the project, as well as to fund the extension until September 2016. A draft of the Growth Plan Update has been presented to CRB member CAOs and staff for feedback. Administration continues to attend Growth Plan Update meetings and consultations and provide feedback. The plan will be presented to the Board on July 14 for an initial vote and September 8 for a final vote.
Census 2016	Conduct Municipal Census in April 2016		Enumeration has been completed and the data has been processed. Data has been passed onto other personnel for analysis and interpretation and drafting of final report.
Collective Bargaining with all trade unions: IAFF 2130, CUPE 941 and CUPE 5141	Collective Bargaining with all trade unions: IAFF 2130, CUPE 941 and CUPE 5141		Negotiations will be a primary initiative as well as a primary focus for Human Resources throughout 2016. For the first time Administration will be bargaining with all three unions concurrently. An external consultant has be hired to provide support in this area and lead all three negotiations. Negotiations with the two CUPE unions has commenced. Negotiations with IAFF is ongoing with a revised mandate.
Compensation Review	Design, evaluate and establish a total compensation strategy. Incorporate compensation methodology and analysis, and a comprehensive benchmarking survey in order to build competitive pay structures and evaluation methodology.		The first phase of the Compensation Review has been initiated. This phase will establish competencies for senior level staff within the organization (CAO, SLT & LT). This phase is anticipated to be complete in the fall of 2016. Competenties will then be integrated to other HR processes including employee assessment, development plan, recruitment, classification and compensation. Future phases of the compensation review are pending the filling of the position of Director of Human Resources.
Corporate Policy and Bylaw Review	Develop a work plan to review and update as necessary to 81 Council policies.		Policys and bylaws contiue to be developed and are being reviewed as per schedule.
Electricity and Natural Gas Contract	Negotiate and select a vendor to supply natural gas and electricity to maximize savings and stabilize costs.		The City completed the tendering and award of a new electricity contract. The winning bidder was Enmax and the new agreement, which guarantees an electricity price of $0.051 per kWh, began in January 2016 and ends on December 31, 2019. The City has also entered into an extended winter program for natural gas at a price of $2.88 per GJ. This program begins on October 1, 2015 and ends on April 30, 2016. The natural gas contract will be tendered in 2016.
E-Purchasing Cards	Implement e-purchasing card to streamline the payment process and tighten controls in expenditures.		The workflow and purchase card modules have been demonstrated by Agresso and have been purchased. A timeline will now be established to determine when these modules can be implemented, which will depend on Agresso's availability as well as internal resources. In conjunction with this, the bank will also be launching a new web portal system called "Spend Dynamics" in 2016 that will address some of the challenges and simplify the implementation process.
Facility Safety and Security	Draft Administrative Policy and facilitate safety and security initiatives including enhanced facility access controls, staff training and internal/external communication measures.		Electronic security equipment installation (access control) is largely complete at St. Albert Place and St. Albert Business Centre. The Collective and the new IT location have been added to the project and are also largely complete. We are presently working on finalising the wording for the operational and monitoring contract for the access system. The plan for issuing key cards is being developed along with the list that connects staff cards to appropriate doors. This should be complete shortly and the system is expected to be fully operational by the end of the Quarter Three. The construction file for added security to Planning and Engineering, on the second floor entrance, has been marked as complete and closed. The Public Works building entrance security improvements contract has been awarded.
Fiscal Responsibility and Accountability	Explore options to increase fiscal responsibility and accountability within government.		The financial system has been upgraded and the application upgrade will be done once every year to stay current. Administration has completed demos and has purchased modules for implementation. A project plan has been developed for phasing in each of the modules commencing April or May with completion in Quarter Two 2018.
Government Relations Program - Development of an Advocacy Strategy	To identify priorities and ensure efforts are maximized in order to have an impact and to influence decisions with other governments and stakeholders.		A strategic advocacy plan was presented to Council on June 13, 2016 and approved by Council. The updated plan is currently being circulated to stakeholders and placed on the website for public access.

New Project Delay
In Progress Completed

City of St. Albert Strategic Plan Projects Status Update Report
Quarter Two 2016

Project Name	Project Description	Status	Progress Update
HR Organizational Restructure and Philosophy Alignment	Building a foundation - develop an HR model and structure that can support the success of the organization. Introduce a Business Partnership Model and introduce a strategic human resource business partnership model that is aligned to the organization.		No update for Quarter Two.
Talent Management Strategy	Develop a Talent Management Strategic Plan		Development of the various phases of the talent management strategy are underway and a strategic plan was initiated. Implementation of a phased approach will continue throughout 2016 and 2017 and will be linked to the Compensation Review. However, several components of this project will be put on hold until the hiring of a new Director of Human Resources.
SERVICE DELIVERY STRATEGY			
Community Sustainability Framework	Develop a Community Sustainability Plan and related policies to engage the public in better defining a long-term vision for the community.		Administration is continuing to embed the Community Vision and Pillars of Sustainability across all major planning, budgeting and reporting elements within the strategic framework. A Coffee Table Book celebrating the Community Vision including photos submitted by residents is planned to be completed this fall. The final celebration will be on Founder's Day in January 2017 with the placement of a time capsule in St. Albert Place that will be opened in 50 years. The time capsule is being created as a public art project.
Continuous Improvement Project 2016 Public Engagement Phase 3	To obtain community feedback on draft Community Engagement Policy, recommend changes to the Council policy and develop principles to propose for inclusion into the Community Engagement Management Plan.		This committee has met six times since April 2016. The current state and best practice research has mostly been completed. Planning for September public engagement is in progress. Plans for engagement include an online survey and in-person, on-location consultations. The committee will present a progress update and extended deadline to Council at the end of August and their recommendations for policy and input into the management plan, in December. In addition, a management plan will be prepared that will be presented to Council to show what will need to be put in place to implement Council policy and Committee recommendations.
Continuous Improvement Project 2016 Purchasing Process Review	The objective of this project is to review various streams used for the purchase of goods and services to identify opportunities for improvements. Review will encompass entire process from need identification to vendor payment and financial coding as well as review and analysis of current and possible new corporate structure as it relates to purchasing.		A three-year project plan has been developed and the inital review has begun to analyse and document current practices and processes.
Continuous Improvement Project 2016 Service Levels Benchmarking Phase 1	Year 1 objective is to develop an inventory of external services, associated service levels and benchmarked service levels with progress report to Council by Quarter Four of 2014. Year 2 project plan and objectives will be based on the findings from year 1.		Work continues on finalizing the Service Catalogue that will be presented to Council on August 29th. The Catalogue will be organized by service categories from the City's view of services and be more customer centric. In addition, services will be organized by Pillars. This will be living document that will introduce a new practice of reviewing and updating services and service levels. The proposed approach will be for Council to approve service levels. The policy will be updated to reference this Catalogue as part of the business plan and budget process.
Election 2017	Prepare for and conduct 2017 Election		Initial planning started.
Service Standards for Benches, Garbage Cans and Other Amenities.	Develop a service standards policy for benches, garbage cans and other amenities.		The inventory of recreation amenities including benches, garbage cans and other amenities has been completed through a partnership between Recreation and Parks and Public Works. The data is being analysed for development of a lifecycle. No new information in Quarter Two.
Transit Bylaw Update	As part of the Transit Long Term Department Plan, the bylaw is being updated to be consistent with the City Code of Conduct.		Draft Bylaw has been circulated to various internal departments for review. In Quarter Two, transit administration was compiling feedback from various departments. The Draft Bylaw is scheduled to be presented to Council in Quarter Four 2016.



2016

QUARTERLY REPORT
FINANCIAL SUMMARY

SECOND QUARTER

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FINANCIAL SUMMARY

Municipal

Revenue
$74.4 million in operating revenue recognized as of June 30, 2016, which is 51% of budget.

Expenditure
$66.6 million spent as of June 30, 2016, which is 46% of budget.

A breakdown of significant variances by Division is found on page 5.

Capital
There are 172 municipal capital projects that have been ongoing and scheduled for 2016. To date, $46.9 million has been spent out of a $126.8 million cumulative budget.

Utility

Revenue
$19.2 million recognized as of June 30, 2016, which is 49% of budget.

Expenditure
$12.8 million has been spent as of June 30, 2016, which is 48% of budget.

A breakdown of significant variances by Division is found on page 14.

Capital
There are a total of 45 utility capital projects scheduled for 2016. To date, $26.5 million has been spent out of a $102 million cumulative budget.

Reserves

The balance as of June 30, 2016 was $122.6 million, with a year end uncommitted balance of $68.7 million in 2016.

Investments

The City has $180.1 million in cash and investments and earned $1.4 million in investment income, which is 54 percent of the current budget.

Debt

The City's outstanding debt as of June 30, 2016 was $43.5 million.

Summary

The first six months of 2016 have resulted in a forecasted surplus of $2.8 million. This is primarily due to an increase in Fire Service recovered costs, Planning permit revenue, photo radar fines, RCMP and snow removal contract savings.

The City of St. Albert continues to maintain a strong financial position by ensuring operating and capital expenditures are closely monitored within the approved budget, maintaining a healthy reserve balance and low debt limits, and prudently investing the City's liquid assets.

CITY OF ST. ALBERT

MUNICIPAL OPERATING SUMMARY BY DIVISION

FOR THE PERIOD ENDING JUNE 30, 2016

In Thousands of Dollars

Division Description	Actual YTD	Budget	Forecast	Variance	
				$	%
Revenue					
Council	$18	$242	$247	5	2.1%
City Manager's Office	94	1,147	1,168	21	1.8%
Corporate Strategic Services	462	1,102	1,092	(10)	(0.9%)
Community & Protective Services	13,750	24,945	27,749	2,804	11.2%
Planning & Engineering Services	2,460	2,915	3,701	786	27.0%
Infrastructure Services	4,932	10,433	10,395	(38)	(0.4%)
Finance & Assessment Services	477	1,134	1,137	3	0.2%
Economic Development	833	935	1,024	89	9.5%
Common & Fiscal	51,390	102,698	102,930	232	0.2%
Total Revenue	74,416	145,551	149,443	3,892	2.7%
Expenses					
Council	336	964	972	(8)	(0.8%)
City Manager's Office	1,342	4,017	3,910	107	2.7%
Corporate Strategic Services	5,037	11,703	11,660	43	0.4%
Community & Protective Services	27,801	61,320	62,439	(1,119)	(1.8%)
Planning & Engineering Services	4,131	9,440	9,400	40	0.4%
Infrastructure Services	14,838	33,957	33,384	573	1.7%
Finance & Assessment Services	1,742	3,921	3,839	82	2.1%
Economic Development	834	1,714	1,774	(60)	(3.5%)
Capital Financing	8,122	15,288	15,288	-	0.0%
Common & Fiscal	2,368	3,227	3,968	(741)	(23.0%)
Total Expenses	66,551	145,551	146,634	(1,083)	(0.7%)
Excess of Revenue over Expenses					
Council	(318)	(722)	(725)	(3)	(0.4%)
City Manager's Office	(1,248)	(2,870)	(2,742)	128	4.4%
Corporate Strategic Services	(4,575)	(10,601)	(10,568)	34	0.3%
Community & Protective Services	(14,051)	(36,373)	(34,690)	1,685	4.6%
Planning & Engineering Services	(1,671)	(6,525)	(5,699)	827	12.7%
Infrastructure Services	(9,906)	(23,524)	(22,989)	535	2.3%
Finance & Assessment Services	(1,265)	(2,787)	(2,702)	85	3.0%
Economic Development	(1)	(779)	(750)	28	3.6%
Capital Financing	(8,122)	(15,288)	(15,288)	-	0.0%
Common & Fiscal	49,022	99,471	98,962	(509)	0.5%
Total Revenue Over Expenses	$7,865	$-	$2,809	$2,809	0.0%

*Variance represents the difference between budget and forecasted amounts.

Municipal Operating Variance Analysis

Council - $3 thousand over budget

Revenue – $5 thousand over budget

- $5 thousand over budget due in recoveries to offset Councillor's AUMA costs.

Expense - $8 thousand over budget

- $7 thousand over budget in Training and Development for Councillor's AUMA.

City Manager's Office - $128 thousand under budget

Revenue – $21 thousand over budget

- $12 thousand over budget in reserve transfers to fund City Manager legal matters.
- $9 thousand over budget in revenue received from sold auction items.

Expense - $107 thousand under budget

- $100 thousand under budget related to insurance claims reimbursed from third party related to previous year's claim.
- $18 thousand under budget in Insurance Premiums to reflect actual.
- $12 thousand over budget in professional fees to fund City Manager legal matters, offset by reserve transfer.

Corporate Strategic Services - $34 thousand under budget

Revenue - $10 thousand under budget

- $10 thousand under budget due to Safety Audit completed under budget, funding from Safety Reserve.

Expense - $43 thousand under budget

- $53 thousand under budget due to vacancies in Human Resources offset partially by casual wages for coverage.
- $15 thousand under budget relating to IT maintenance costs.
- $15 thousand under budget due to the corporate non-mobile phone service costing less.
- $10 thousand under budget due to Safety Audit completed under budget, funds returned to the Safety Reserve.
- $50 thousand over budget in contracted services for general union contracts negotiation support.

Community & Protective Services - $1,685 thousand under budget

Revenue - $2,804 thousand over budget

- $1.4 million over budget in Fire Services relating to recovered costs from the province due to Fort McMurray disaster. Offset partially by expenses incurred.
- $955 thousand over budget due to increased photo radar tickets issued, good weather throughout the winter and the increase fine amounts from the province.
- $221 thousand over budget relating to ambulance service from increased call volume and AHS contract adjustments.
- $131 thousand over budget relating to additional grant funding received in C&SD (Regional Collaborative Service Delivery), Fire Services (FSEPP) and Policing Services (MPAG).
- $80 thousand over budget relating to additional sponsors and advertising revenue at Servus Place and Youth Festival.
- $64 thousand over budget in arena and Arden rentals and increased recovered cost from school group usage.
- $42 thousand over budget due to recovered 2015 insurance costs for environmental incidents.
- $100 thousand under budget relating to decrease in annual Recreation memberships revenue offset partially by increase in day admissions and lesson fees.

Expense - $1,119 thousand over budget

- $840 thousand over budget in Fire Services relating to Fort McMurray disaster expenses, offset by recovered costs from the Province.
- $400 thousand over budget in photo radar contract due to increased photo radar tickets issued.
- $108 thousand over budget in Fire Services salaries and benefits due to shift premium and statutory pay.
- $65 thousand over budget in casual wages for instructors based on corresponding revenue increase from lesson fees.
- $62 thousand over budget relating to a transfer of Speed on Green tickets to reserve resulting from more Speed on Green tickets issued.
- $54 thousand over budget in Culture salaries relating to overtime in theatre production staff.
- $400 thousand under budget relating to the RCMP contract as billed for less officers than budgeted.

Planning & Engineering Services - $827 thousand under budget

Revenue - $786 thousand over budget

- $927 thousand over budget in permits revenue relating to several large unanticipated commercial development.
- $61 thousand over budget in Recovered costs due to Fortis construction contribution.
- $14 thousand over budget in one time revenues from Canada Post for City time in facilitating the coordination of the installation of community mailboxes.
- $222 thousand under budget in other land fees as a result of a decreasing trend, associated construction season and economic factors.

Expense - $40 thousand under budget

- $171 thousand under budget in salaries and wages due to several vacancies in both Planning and Engineering departments, offset by temporary wages and contract dollars.
- $90 thousand over budget due to an increase of electricity due to trends.
- $30 thousand over budget in contracted staff for consultant work on development agreements.
- $16 thousand over budget in bank charges for increased point of sale transactions.

Infrastructure Services - $535 thousand under budget

Revenue - $38 thousand under budget

- $61 thousand under budget in Transit Cash Fares due to trend and revenue migration to Transit tickets.
- $14 thousand over budget in Transit Tickets due to ridership growth and greater emphasis on tickets rather than cash fares.
- $5 thousand over budget in grant revenue relating to the STEP program.

Expense - $573 thousand under budget

- $500 thousand under budget in contracted services for snow removal due to mild winter.
- $57 thousand under budget in salaries and wages due to savings due to vacant positions in the Transit department.
- $35 thousand under budget in corporate energy utilities expense due to change in rate and trends.
- $13 thousand over budget in contracted services- transit contract as a result of increase need to meet ridership growth.

Finance and Assessment - $85 thousand under budget

Revenue - $3 thousand over budget

- $14 thousand over budget in mortgage company tax inquiries as a result of unanticipated inquires.
- $11 thousand under budget in Tax Notification Fee, Inquiry Fees, and Tax Certificates to reflect expected reduction in volume of service usage.

Expense - $82 thousand under budget

- $91 thousand under budget in salaries and wages relating to vacant positions within the division.
- $7 thousand over budget in professional accounting services due to additional audit requirements.

Economic Development - $28 thousand under budget

Revenue - $89 thousand over budget

- $82 thousand over budget due to the anticipated use of the Capital Region Export Development Alliance grant received in prior year.
- $15 thousand over budget due to an increase projection of corporate sponsorship revenue relating to the Dig in Festival.
- $6 thousand under budget in recovered costs as no other revenue is to be received from the Business Breakfast event.

Expense – $60 thousand over budget

- $82 thousand over budget due corresponding expenditures relating to the use of the Capital Region Export Development Alliance grant received in prior year.
- $23 thousand under budget in salaries and wages relating to vacant positions within the division.

Common & Fiscal - $509 thousand over budget

Revenue - $232 thousand over budget

- $262 thousand over budget in reserve transfers to offset employee relations expense.
- $16 thousand over budget in rental revenue to reflect new City land lease agreements.
- $4 thousand over budget in Rebates and Refunds due to an increase in anticipated supplier rebate.
- $50 thousand under budget in supplementary tax – residential due to slower construction year.

Expense - $741 thousand over budget

- $271 thousand over budget relating to employee relations expense.
- $231 thousand over budget in benefits due to historical trend and increase in anticipated costs.
- $198 thousand over budget in interest expenses due to higher reserve and deferred revenue balances.
- $50 thousand over budget in bank charges due to an increase in anticipated fees and class online registration.

CITY OF ST. ALBERT

MUNICIPAL CAPITAL EXPENDITURE SUMMARY
FOR THE PERIOD ENDING JUNE 30, 2016

In Thousands of Dollars

Year	To Date A	Budget B	Forecast C	Variance $	Variance %	# Projects
2016	3,465	31,922	31,922	0	0.0%	80
2015	16,793	31,984	31,998	(14)	0.0%	57
2014 & PRIOR	26,599	62,868	63,130	(262)	-0.4%	35
TOTAL	**$ 46,857**	**$ 126,774**	**$ 127,050**	**(276)**	**-0.2%**	**172**

*Variance represents the difference between budget and forecasted amounts.

Municipal Capital Project Financial Highlights

- There are a total of 172 municipal capital projects that have been ongoing and scheduled for 2016.

- Three new projects were approved since last quarter, 416325 Everitt Park Development, 416426 St. Albert Trail Barrier Wall Assessment, and 416812 Park Amenities – Benches & Garbage Cans. In addition, one project was closed 416423 North Ridge Badger Lands, resulting in a new total of 80 projects for 2016. For Quarter 2, there are no anticipated forecast changes as projects are currently in progress and underway.

- For 2015, 57 projects now remain open, with one closure of 415413 St. Albert Trail Revitalization. Compared to forecast, 52% of expenditures have incurred to date. Progression continues to occur into the next quarter. Two projects, 415102 Railroad Safety Enhancement and 416807 Subdivision Entrance Signage are on hold due to pending Council decision.

- Projects relating to 2014 and Prior, total to 35. An increase of $216 thousand is forecasted due to an additional funds required for 414201 St. Albert Seniors Association Rehabilitation & Expansion (formally known as 50+ Club Building Rehabilitation and Expansion) as a result of grading issues and continuing unforeseen circumstances; and $45 thousand for 414410 Transportation Master Plan due to additional stakeholder and public consultation studies required. The major project 412420 Campbell Road Park & Ride of $30 million continues to remain on-hold pending other governmental negotiations.

CITY OF ST. ALBERT

MUNICIPAL CAPITAL PROJECTS BY DIVISION

FOR THE PERIOD ENDING JUNE 30, 2016

In Thousands of Dollars

		Year To Date	Budget	Forecast	Variance	
Division #1000 Council						
412101	Train Whistle Cessation (McKenney & Ray Gibbon Drive)	96	150	150	-	0.0%
412103	White Spruce Forest	14	25	25	-	0.0%
415102	Railroad Safety Enhancement	42	480	480	-	0.0%
415103	Story Boards	-	10	10	-	0.0%
416101	Business Incubation Fund	25	25	25	-	0.0%
Total Division #1000 Council		$177	$690	$690	$-	0.0%
Division #2000 City Manager's Office						
414201	St Albert Seniors Association Building Rehabilitation and Expansion	3,537	4,041	4,257	(216)	-5.3%
414808	Civic Buildings Security	250	250	250	-	0.0%
415808	Civic Buildings Security	119	152	152	-	0.0%
416808	Civic Building Security	108	253	253	-	0.0%
Total Division #2000 City Manager's Office		$4,014	$4,695	$4,911	$216	-4.6%
Division #2300 Corporate Strategic Services						
413505	Performance Measurement System	-	50	50	-	0.0%
414505	Performance Measurement System	-	50	50	-	0.0%
415506	Smart City Master Plan & Alliance	28	65	65	-	0.0%
415507	Energy and Water Conservation Audit	122	150	150	-	0.0%
414509	Agenda Management Softw are	68	110	110	-	0.0%
415504	Council Chambers Upgrade	5	202	202	-	0.0%
415505	Central Records Shelving Upgrade	-	57	57	-	0.0%
416505	Columbarium	-	53	53	-	0.0%
414504	Website Project	66	75	75	-	0.0%
40940C-11	Corporate GIS Foundation Items	14	32	32	-	0.0%
414507	Community Sustainability Plan	235	277	277	-	0.0%
414508	PW Former PW Yard Remediation Program	341	500	500	-	0.0%
413503	HR Electronic Recruitment Softw are	25	50	50	-	0.0%
415503	Intelex Phase 2	29	40	40	-	0.0%
414202	Financial System Softw are	177	200	200	-	0.0%
415501	Office Systems Replacement Plan	174	693	693	-	0.0%
415508	Financial System Softw are	-	300	300	-	0.0%
415509	Council Chamber Technology	2	100	100	-	0.0%
415510	Metropolitan Area Netw ork Design	243	250	250	-	0.0%
416501	Office Systems Replacement Plan	1	321	321	-	0.0%
416502	IT Office Automation	5	50	50	-	0.0%
416503	Recreation Client Management Softw are	-	200	200	-	0.0%
416504	Single Window Services	-	200	200	-	0.0%
416508	Financial System Softw are	-	500	500	-	0.0%
416510	Municipal Area Netw ork Segments	86	250	250	-	0.0%
Total Division #2300 Corporate Strategic Services		$1,621	$4,775	$4,775	$-	0.0%

MUNICIPAL CAPITAL PROJECTS BY DIVISION (cont'd)

		Year To Date	Budget	Forecast	Variance	
Division #3000 Community & Protective Services						
415314	Safety Fencing Installation	1	96	96	-	0.0%
415334	Akinsdale/Kinex Arena Renovation	-	355	355	-	0.0%
416305	City Sportfield Rehabilitation Program	-	310	310	-	0.0%
416306	City Parks Infrastructure Replacement Program	-	500	500	-	0.0%
416307	City Playground Lifecycle Program	-	255	255	-	0.0%
416311	Riel Park Amenities Building	132	3,308	3,308	-	0.0%
416312	Neighborhood Park Planning and Standards Model	-	400	400	-	0.0%
416313	Erin Ridge North Park Planning and Standards Model	-	230	230	-	0.0%
416314	Red Willow Park West - Trail and Park Planning	-	275	275	-	0.0%
416315	Grosvenor Slide	6	10	10	-	0.0%
416325	Everitt Park Development	8	275	275	-	0.0%
415302	Aquatics Lifecycle Plan	126	194	194	-	0.0%
416302	Aquatics Lifecycle Replacement Plan	36	662	662	-	0.0%
415301	Servus Place Life Cycle Replacement Program	511	834	834	-	0.0%
416301	Servus Place Lifecycle Replacement Program	250	887	887	-	0.0%
416322	6th Arena Servus - Design	10	50	50	-	0.0%
416323	Servus Expansion	-	75	75	-	0.0%
416324	Servus Place Exterior Improvements	40	180	180	-	0.0%
41022A-11	Dog Park	94	100	100	-	0.0%
413306	City Parks Refurbishment Plan/Implementation	68	106	106	-	0.0%
414305	Sportfield Refurbishment Program	115	220	220	-	0.0%
414310	Erin Ridge / Oakmont Trail Phase 2 Construction	1,002	1,050	1,050	-	0.0%
414312	Lacombe Park Master Plan	129	173	173	-	0.0%
414313	Campbell Dog-Friendly Park	144	160	160	-	0.0%
415305	City Sportfield Rehabilitation Program	2	285	285	-	0.0%
415306	City Parks Infrastructure Replacement Program	96	150	150	-	0.0%
415307	City Playground Infrastructure Lifecycle Program	0	280	280	-	0.0%
415309	Northridge Park Development Phase 2	288	500	500	-	0.0%
415310	Riel Park Phase 5 - Design	1	275	275	-	0.0%
415311	Riel Park Amenities Building - Design	193	215	215	-	0.0%
415312	Lacombe Park Development - Construction	801	990	990	-	0.0%
415313	Lion's Park	17	500	500	-	0.0%
413309	Chevigny House	33	100	100	-	0.0%
414316	SAP Way-finding & Signage Upgrade	18	25	25	-	0.0%
414317	Founders Walk Phase 2	399	761	761	-	0.0%
414318	Heritage Sites Phase 2	1,078	1,526	1,526	-	0.0%
415315	Juneau House	542	605	605	-	0.0%
415316	SAP Cultural Wayfinding Enhancement & Replacement- Ph 1	-	220	220	-	0.0%
415318	Heritage Site Phase 2b	162	1,526	1,526	-	0.0%
416103	Story Boards	-	15	15	-	0.0%
416107	AHF Commission Study	9	10	10	-	0.0%
416108	Healing Garden	1	100	100	-	0.0%
416316	Progress Hall Revitalization	17	469	469	-	0.0%
416317	Founders Walk Phase 3 - Design	-	250	250	-	0.0%
416318	Heritage Park - French Canadian Farm - Design	-	216	216	-	0.0%
416319	Cultural Services Workshop Tool Refurbishment & Replacement	2	25	25	-	0.0%
416320	Visual Arts Studio Furniture Replacement	-	44	44	-	0.0%
416321	Webstream Audio Console	-	51	51	-	0.0%

MUNICIPAL CAPITAL PROJECTS BY DIVISION (cont'd)

		Year To Date	Budget	Forecast	Variance	
415320	Arden Cinema Screening Capability	52	55	55	-	0.0%
416304	Arden Theatre Maintenance and Lifecycle Plan	-	20	20	-	0.0%
414314	Fire Station #3- Exhaust System Replacement	203	229	229	-	0.0%
415303	Emergency Services Equipment Replacement Plan	62	161	161	-	0.0%
415324	Fire CAD Upgrade	8	16	16	-	0.0%
415325	FPO Vehicle	35	35	35	-	0.0%
415326	Signal Pre-Emption	102	105	105	-	0.0%
415327	Alberta First Responders Radio Communication System	-	47	47	-	0.0%
415328	Land Acquisition Fire Hall #4	-	350	350	-	0.0%
415330	FS Station 2	59	536	556	(20)	-3.7%
415333	Aerial Fire Truck Replacement	199	1,468	1,468	-	0.0%
416303	Emergency Services Equipment Replacement Plan	6	246	246	-	0.0%
416309	Fire Building Equipment Replacement	-	65	65	-	0.0%
416310	City Radio System Equipment	-	36	36	-	0.0%
415308	Community Capital Program	121	252	252	-	0.0%
416308	Community Capital Program	18	258	258	-	0.0%
Total Division #3000 Community & Protective Services		$7,193	$23,721	$23,741	$20	-0.1%
Division #4000 Planning & Engineering Services						
415453	Mailbox Locations	-	25	25	-	0.0%
416102	Tache Plane Restoration & Relocation	-	335	335	-	0.0%
416106	Rotary Park Boat Launch	-	25	25	-	0.0%
416422	Costing Engineer Contractor	-	125	125	-	0.0%
416455	Lacombe Park	301	1,200	1,200	-	0.0%
416901	Community Branch Library - Design	22	100	100	-	0.0%
413412	Railroad Safety Enhancement (Meadow view)	-	250	250	-	0.0%
414401	Arterial Asphalt Overlay Program	1,006	1,100	1,100	-	0.0%
414403	Collector/Local Asphalt Overlay Program	1,740	2,100	2,100	-	0.0%
414407	Sidew alk Program	759	900	900	-	0.0%
414410	Transportation Master Plan	656	630	675	(45)	-7.1%
414412	St. Albert Trail Median and Blvd Enhancement	775	924	924	-	0.0%
415401	Arterial Asphalt Overlay Program	1,355	1,800	1,800	-	0.0%
415402	Collector Reconstruct Program	689	1,200	1,200	-	0.0%
415403	Collector/Local Asphalt Overlay Program	2,928	3,050	3,050	-	0.0%
415404	Local Reconstruct Program	127	265	265	-	0.0%
415406	Red Willow Trail Overlay Program	105	200	200	-	0.0%
415407	Sidew alk Program	737	1,270	1,270	-	0.0%
415409	Road Rehabilitation	427	455	455	-	0.0%
415411	Right of Way (ROW) Study	-	60	60	-	0.0%
415412	St. Albert Trail Median & Blvd Enhancement	847	967	967	-	0.0%
415415	Erin Ridge Traffic Mitigation	-	25	25	-	0.0%
415455	Grandin Pond Bridge & Trail Paving	41	50	50	-	0.0%
416104	Paving of Shale Trails	-	251	251	-	0.0%
416401	Arterial Asphalt Overlay Program	43	2,230	2,230	-	0.0%
416402	Local and Collector Road Reconstruct Program	0	2,050	2,050	-	0.0%
416403	Local and Collector Asphalt Overlay Program	309	4,070	4,070	-	0.0%
416404	City Ow ned Parking Lot - Major Rehab	-	100	100	-	0.0%
416405	Permanent Line Marking Rehabilitation	2	172	172	-	0.0%
416406	Trail Overlay Program	7	660	660	-	0.0%
416407	Sidew alk Program	16	906	906	-	0.0%
416409	Road Rehabilitation	-	250	250	-	0.0%

MUNICIPAL CAPITAL PROJECTS BY DIVISION (cont'd)

		Year To Date	Budget	Forecast	Variance	
416410	Crack Sealing Program	9	90	90	-	0.0%
416411	Right of Way (ROW) Study	-	62	62	-	0.0%
416412	Bridge Rehabilitation	-	172	172	-	0.0%
416413	St. Albert Trail Revitalization	4	354	354	-	0.0%
416414	Arterial and Collector Intersection Enhancement Program	12	909	909	-	0.0%
416415	Erin Ridge Traffic Mitigation Strategies	1	136	136	-	0.0%
416416	Neighbourhood Traffic Calming Strategies	10	175	175	-	0.0%
416418	Noise Attenuation City Wide Data Collection	-	200	200	-	0.0%
416419	Perron Street Angle Parking	8	160	160	-	0.0%
416420	Safe Journeys to School Safety Implementation Strategies	268	836	836	-	0.0%
416421	St. Albert Trail and Boudreau / Giroux Road Corridor Safety Initiative	24	320	320	-	0.0%
416426	St. Albert Trail Barrier Wall Condition Assessment	-	15	15	-	0.0%
416456	Fowler Way Functional Alignment - Design	-	75	75	-	0.0%
415408	Transportation Systems Mgmt (Signals)	858	859	859	-	0.0%
416408	Transportation Systems Mgmt (Signals)	392	810	810	-	0.0%
416417	Traffic Signal Rehabilitation	286	500	500	-	0.0%
415414	St. Anne St. Realignment - St. Thomas to Tache St. - Construction	2,988	4,180	4,180	-	0.0%
416424	Accessibility Initiatives	-	40	40	-	0.0%
416425	Millennium Park- Placemaking and Design Phase 1	-	360	360	-	0.0%
Total Division #4000 Planning & Engineering Services		$17,752	$37,996	$38,041	$45	-0.1%
Division #4500 Infrastructure Services						
415801	PW Mobile Equipment Replacement Plan	1,261	1,327	1,327	-	0.0%
415813	Passenger Van Replacement	22	29	22	7	25.5%
416801	PW Mobile Equipment Replacement Plan	774	1,391	1,391	-	0.0%
416809	Pre-wet Tanks	16	24	24	-	0.0%
416810	Wing Plows	55	84	84	-	0.0%
416805	Access Control - Snow Storage	-	50	50	-	0.0%
416806	PW Shop & Yard Equipment Replacement	22	35	35	-	0.0%
41119A	Bridge Rehabilitation	603	656	656	-	0.0%
41184	Ray Gibbon Drive Stage 3A - Construction	12,738	12,908	12,908	-	0.0%
416105	Hearing Loop	3	6	6	-	0.0%
416807	Subdivision Entrance Signage	-	30	30	-	0.0%
416812	Park Amenities - Benches & Garbage Cans	-	81	81	-	0.0%
416811	Tree Planting	4	250	250	-	0.0%
412420	Campbell Road Park & Ride	63	30,000	30,000	-	0.0%
414804	Transit Smart Fare & Smart Bus	-	2,652	2,652	-	0.0%
415803	Growth Buses	0	3,200	3,200	-	0.0%
415809	Transit Waiting Shelters	-	61	61	-	0.0%
416802	Transit Bus Lifecycle Replacement	111	405	405	-	0.0%
416803	Transit Garage Expansion	7	657	657	-	0.0%
415805	PW Energy Efficiency Replacement Program	61	60	61	(2)	-3.0%
416804	PW Cemetery Improvements	-	150	150	-	0.0%
415810	SAP Building Envelope Replacement Plan	206	354	354	-	0.0%
Total Division #4500 Infrastructure Services		$15,945	$54,408	$54,402	$6	0.0%
Division #6500 Common & Fiscal						
412108	Civic Space Capacity Initiative	154	490	490	-	0.0%
Total Division #6500 Common & Fiscal		$154	$490	$490	$-	0.0%
	Total Municipal	**$46,857**	**$126,774**	**$127,050**	**$275**	**-0.2%**

CITY OF ST. ALBERT

UTILITY OPERATING SUMMARY BY DIVISION

FOR THE PERIOD ENDING JUNE 30, 2016

In Thousands of Dollars

Division Description	Actual YTD	Budget	Forecast	Variance	
				$	%
Revenue					
Utility Finance	$84	$150	$177	27	18.0%
Water	6,894	14,438	14,610	172	1.2%
Wastewater	5,801	12,059	12,059	-	0.0%
Storm	3,174	6,379	6,379	-	0.0%
Solid Waste Management	3,207	6,427	6,427	-	0.0%
Total Revenue	19,160	39,453	39,652	199	0.5%
Expenses					
Utility Finance	84	150	177	(27)	(18.0%)
Water	4,463	9,161	9,143	18	0.2%
Wastewater	4,578	9,735	9,745	(10)	(0.1%)
Storm	609	1,479	1,477	3	0.2%
Solid Waste Management	3,084	6,089	6,123	(34)	(0.6%)
Total Expenses	12,818	26,614	26,665	(50)	(0.2%)
Transfer to Reserve					
Water	2,431	5,277	5,467	190	3.6%
Wastewater	1,223	2,324	2,314	(10)	(0.4%)
Storm	2,564	4,900	4,902	2	0.0%
Solid Waste Management	123	338	304	(34)	(10.1%)
Total Transfer to Reserve	$6,341	$12,839	$12,987	$148	1.1%

*Variance represents the difference between budget and forecasted amounts.

Utilities Operating Variance Analysis

Utility Finance - $0 net budget

Revenue - $27 thousand over budget

- $27 thousand over budget in Penalties – Late Payment on Utilities due to higher arrears

Expense - $27 thousand over budget

- $4 thousand over budget in meter readers car allowance and mileage to reflect trends and prior year actuals
- $6 thousand over budget in bad debt expense due to additional unpaid bills
- $18 thousand change in transfer to utility business units.

Water - $190 thousand under budget

Revenue - $172 thousand over budget

- $112 thousand over budget in water connection fees due to the increase in new developments for multi-family and commercial properties not yet built
- $60 thousand over budget in recovered costs due to an increase to reflect service level of water quality for new development flushing.

Expense - $18 thousand under budget

- $15 thousand under budget in corporate energy utilities expense due to change in rate and trends.
- $6 thousand under budget related to a reduction in finance customer billing expense
- $3 thousand over budget in additional training and development requirement

Wastewater - $10 thousand over budget

Expense – $10 thousand over budget

- $10 thousand over budget in chemicals due to the US dollar exchange from US vendor for Tree Root program.
- $6 thousand over budget corporate energy utilities expense due to change in rate and trends.
- $6 thousand under budget related to a reduction in finance customer billing expense

Storm - $2 thousand under budget

Expense – $2 thousand under budget

- $3 thousand under budget related to a reduction in finance customer billing expense

Solid Waste Management - $34 thousand over budget

Expense – $34 thousand over budget

- $35 thousand over budget in construction and maintenance materials due to the purchase of new carts.
- $3 thousand over budget in miscellaneous expenses due to US exchange for one-time purchase of Forklift attachment.
- $4 thousand under budget related to a reduction in finance customer billing expense

CITY OF ST. ALBERT

UTILITY CAPITAL EXPENDITURE SUMMARY
FOR THE PERIOD ENDING JUNE 30, 2016

In Thousands of Dollars

Year	To Date A	Budget B	Forecast C	Variance $	Variance %	# Projects
2016	248	60,091	60,095	(4)	0.0%	14
2015	1,597	11,358	11,381	(23)	-0.2%	14
2014 & PRIOR	24,671	30,650	30,650	0	0.0%	17
TOTAL	**$ 26,516**	**$ 102,099**	**$ 102,126**	**(27)**	**0.0%**	**45**

*Variance represents the difference between budget and forecasted amounts.

Utility Capital Project Financial Highlights

- There are a total of 45 projects scheduled for Utilities in 2016 with a budget of $102 million.
- Of these projects, 14 pertain to capital projects approved in 2016. For Quarter 2, a slight forecasted increase related to the 416431 Mobile Support Trailer purchase is anticipated. Projects 415442 & 416442 Rivercrest Lift Station of $4.3 million continues to be deferred, pending the Phase 3 North Interceptor (Project 9) scope definition.
- For 2015, 14 projects remain open. Projects continue to be ongoing with design to be completed and construction to occur in the latter quarters. A decrease of $23 thousand is forecasted as a result of 415842 Wastewater Combination Flusher/Hydrovac Equipment purchase slightly over budget.
- Projects relating to 2014 and Prior, total to 17 with 80% of expenditures incurred. Majority of projects being monitored for warranty and maintenance. No forecasted changes are anticipated.

CITY OF ST. ALBERT

UTILITY CAPITAL PROJECTS BY DIVISION
FOR THE PERIOD ENDING JUNE 30, 2016

In Thousands of Dollars

		Year To Date	Budget	Forecast	Variance	
Division #7000 Water						
414203	Update Meter Reader Technology - Design	69	100	100	-	0.0%
415230	Update Meter Reader Technology - Construction	-	1,000	1,000	-	0.0%
412703	Water Network Level of Service	228	525	525	-	0.0%
413414	Water Network Level of Service	-	551	551	-	0.0%
413417	East Water Supply Main (Phase 2)	4,976	5,500	5,500	-	0.0%
413419	Oakmont Pumphouse Upgrades	50	75	75	-	0.0%
414430	Water Network Level of Service	-	578	578	-	0.0%
414431	Oakmont Pumphouse Upgrades	5	500	500	-	0.0%
415430	Water Network Level of Service	8	800	800	-	0.0%
415431	Lacombe Reservoir Fill Line	81	200	200	-	0.0%
415831	SCADA Upgrades for Water Stations	20	50	50	-	0.0%
415835	Water System Infrastructure Rehab	213	410	410	-	0.0%
416430	Water Network Level of Service	8	800	800	-	0.0%
416431	Mobile Support Trailer	-	30	34	(4)	-13.3%
416432	Lacombe Reservoir Fill Line Re-alignment	16	1,800	1,800	-	0.0%
416835	Water System Infrastructure Rehab	22	440	440	-	0.0%
Total Division #7000 Water		$5,697	$13,359	$13,363	$4	0.0%
Division #8000 Wastewater						
414442	Wastewater Lift Station Rehabilitation	3,522	3,570	3,570	-	0.0%
414845	Wastewater Rehabilitation Program	121	221	221	-	0.0%
415442	Rivercrest Lift Station Rehabilitation	-	300	300	-	0.0%
415841	Wastewater SCADA Upgrades	20	50	50	-	0.0%
415842	Wastewater Combination Flusher/Hydrovac Equipment	-	320	343	(23)	-7.0%
415845	Wastewater Rehabilitation Program	46	229	229	-	0.0%
416442	Rivercrest Lift Station Rehabilitation	40	4,000	4,000	-	0.0%
415440	Wastewater Collection System Level of Service	14	360	360	-	0.0%
415441	Wastewater Main Replacement	176	582	582	-	0.0%
415454	North Interceptor Trunkline Phase 3– Design	560	2,157	2,157	-	0.0%
416440	Wastewater Collection System Level of Service	57	2,640	2,640	-	0.0%
416441	Wastewater Main Replacement	6	611	611	-	0.0%
416443	North Interceptor Trunkline Phase 3	-	40,000	40,000	-	0.0%
416845	Wastewater Rehabilitation Program	-	237	237	-	0.0%
416846	Wastewater Household Service Replacement	38	200	200	-	0.0%
Total Division #8000 Wastewater		$4,600	$55,477	$55,500	$23	0.0%

UTILITY CAPITAL EXPENDITURE SUMMARY REPORT (cont'd)

		Year To Date	Budget	Forecast	Variance	
Division #8600 Storm						
413423	Stormwater Infrastructure Rehabilitation	862	1,050	1,050	-	0.0%
413424	Stormwater Management Level of Service Requirements	1,295	1,680	1,680	-	0.0%
413426	South Campbell Storm Water Management Facility	950	950	950	-	0.0%
414450	Lacombe Park Bank Repairs	598	800	800	-	0.0%
414451	South Campbell Stormwater Management Facility	3,400	4,050	4,050	-	0.0%
414452	Sedimentation and Erosion Control Plan	1,777	2,000	2,000	-	0.0%
414453	Oakmont Swale Reconstruction	1,422	2,500	2,500	-	0.0%
415451	Stormwater Infrastructure Rehabilitation	29	1,600	1,600	-	0.0%
415452	Stormwater Management Level of Service Requirements	430	3,300	3,300	-	0.0%
416451	Stormwater Infrastructure Rehabilitation	16	1,600	1,600	-	0.0%
416452	Stormwater Management Level of Service Requirements	10	3,470	3,470	-	0.0%
416453	Sedimentation and Erosion Control Plan	34	3,363	3,363	-	0.0%
416454	Heritage Lakes Storm System	-	900	900	-	0.0%
Total Division #8600 Storm		$10,823	$27,263	$27,263	$-	0.0%
Division #9000 Solid Waste Management						
412715	Riel Park Redevelopment Phase 3 & 4	5,397	6,000	6,000	-	0.0%
Total Division #9000 Solid Waste Management		$5,397	$6,000	$6,000	$-	0.0%
	Total Utilities	**$26,516**	**$102,099**	**$102,126**	**$27**	**0.0%**

CITY OF ST. ALBERT

STATEMENT OF RESERVES

FOR THE PERIOD ENDING JUNE 30, 2016

In Thousands of Dollars

		YTD Balance	Opening Balance	Adjustments	Uncommitted Balance
Operating					
O1	**Stabilization**	**$4,445**	**$4,929**	**(3,073)**	**$1,856**
O3	**Operating Programs**				
	Operating Carry Forward	2,266	2,501	(2,452)	48
	Preventative Social Services Fund	113	113	(6)	107
	Games Legacy	15	22	(18)	4
	Community Significant Event Stimulus Fund	1	1	-	1
	Young Artists Legacy Grant Program Fund	20	20	-	20
		2,415	**2,657**	**(2,476)**	**181**
O4	**Risk Management**	**1,298**	**1,286**	**25**	**1,311**
O5	**Automated Traffic Enforcement Technology - SOG**	**238**	**226**	**(10)**	**216**
O6	**LRT/BRT Reserve**	**89**	**89**	-	**89**
O7	**Children's Festival Fund**	**140**	**140**	-	**140**
O8	**RCMP Contract Expense Reserve**	**881**	**881**	-	**881**
O9	**Safety Enhancement Program**	**713**	**731**	**(174)**	**557**
O10	**Election and Census Reserve**				
	Election	302	279	47	326
	Census	92	68	49	117
		394	**347**	**95**	**443**
Total Operating		**10,613**	**11,286**	**(5,612)**	**5,674**
Capital					
C1	**Internal Financing**	**1,793**	**1,412**	**381**	**1,793**
C2	**Major Recreational Lands & Facilities**				
	Major Recreational Facilities - City Wide Fund	2,334	2,517	(2,338)	179
	Major Recreational Facilities - Neighbourhood Fund	679	743	(496)	246
	Parkland	222	220	2	222
	Dog License Fund	345	300	24	324
		3,580	**3,780**	**(2,808)**	**972**
C3	**Offsite Levy Recoveries**				
	General Transportation Fund	89	1,530	(1,440)	90
	Offsite Levy Reimbursed Funds	26,292	25,039	(11,889)	13,150
		26,381	**26,569**	**(13,329)**	**13,241**

STATEMENT OF RESERVES (cont'd)
FOR THE PERIOD ENDING JUNE 30, 2016
In Thousands of Dollars

		YTD Balance	Opening Balance	Adjustments	Uncommitted Balance
C4	**Lifecycle**				
	Mobile Vehicle and Equipment	2,426	2,559	(119)	2,440
	Emergency Services Equipment	335	311	(254)	57
	Office Systems	939	888	(591)	298
	Arden Theatre	244	206	46	252
	Servus Credit Union	1,096	1,042	(611)	431
	Aquatics Facility	627	542	(483)	59
	Public Art	578	379	(29)	350
	Fire Buildings	225	183	17	200
	City Playgrounds	684	539	(121)	418
	Public Transit	2,670	2,319	497	2,816
	Infrastructure	3,387	3,225	325	3,550
		13,211	**12,193**	**(1,323)**	**10,869**
C5	**Municipal Land and Facilities**	**533**	**557**	**(24)**	**533**
C6	**Capital Fund**	**22,325**	**20,566**	**(10,146)**	**10,420**
C7	**Growth Stabilization**	**1,811**	**1,811**		**1,811**
Total Capital		**69,634**	**66,888**	**(27,249)**	**39,639**
Utilities					
UC1	**Utilities Fund**				
	Water	15,038	12,550	(2,013)	10,537
	Wastewater	8,913	7,853	(3,365)	4,487
	Storm Water	21,122	20,820	(9,287)	11,533
	Solid Waste	(3,468)	(3,856)	4	(3,852)
Total Utilities		**41,605**	**37,367**	**(14,661)**	**22,706**
Outside Agency					
OA1	**Outside Agency Operating**				
	Library - Young Peoples Writing	5	5	-	5
	Museum Artifacts	25	24	1	25
	Museum Historic Sites	89	81	8	89
	Museum Exhibition	5	5	-	5
	Library - Edmond and Anna Harder Endowment Fund	50	50	-	50
		174	**165**	**9**	**174**
OA2	**Outside Agency Capital**				
	Library Book Collection	3	3	-	3
	Library Facilities	192	166	26	192
	NABI Building Fund	100	75	25	100
	Library Computer Replacement	244	224	20	244
		539	**468**	**71**	**539**
Total Outside Agency		**713**	**633**	**80**	**713**
Total Reserves		**$122,565**	**$116,174**	**(47,442)**	**$68,732**

As per Policy C-FS-01, Financial Reserves, the City recognizes the need for setting aside funds for emergent financial needs and the replacement of existing equipment, facilities and future projects. This provides stability in property tax, provides contingency funding, and reduces the need for debt financing.

Investments

The City of St. Albert shall invest its funds in a prudent manner, provide optimum investment returns within the prescribed limits, meet the City's cash-flow requirements and maintain capital preservation as per the City of St. Albert's Investment Policy, C-FS-02.

As of June 30, 2016 the City has $180.1 million in cash and investments and earned $1.4 million in investment income, which is 54% of the annual budget.

The main objectives of the policy are:

Capital Preservation

The City recognizes its fiduciary responsibility for stewardship of public funds; therefore, the prime objective is to ensure the safety of principal. As illustrated, the portfolio is split between financial institutions to ensure that sufficient diversification exists.

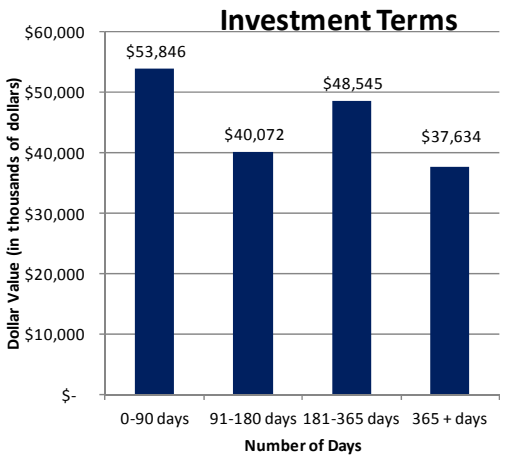
Maintenance of Liquidity

The City maintains an investment portfolio that sufficiently meets its operating cash flow requirements. As illustrated, the portfolio is split between investment terms to ensure anticipated short and long term requirements are met.

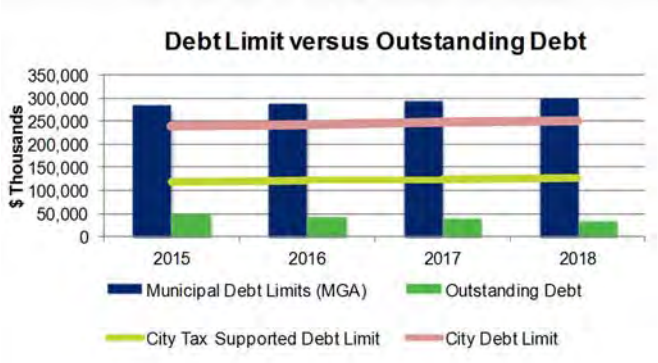
Rate of Return

The City's investment portfolio is managed to ensure that an optimum rate of return is realized. The chart on the right compares the City's portfolio performance by term to the Bank of Canada T-Bill and Bond rates to determine whether market yields are being achieved. As illustrated, the rate of return realized from the City of St. Albert's investments is above the Bank of Canada T-Bill and Bond rates.

Financial Institution	Portfolio (in thousands)	Percentage
Toronto Dominion	56,679	31.47%
ATB Financial	15,031	8.35%
Servus Credit Union	15,220	8.45%
BMO Nesbitt Burns	20,056	11.14%
CIBC Wood Gundy	32,675	18.14%
RBC Dominion Securities	10,085	5.60%
Raymond James	10,028	5.57%
CWB	20,322	11.28%
	$180,098	100%



Cash and Short Term Investments	St. Albert Average Portfolio Rate	Bank of Canada T-Bill Rate
0 - 90 Days	0.95%	0.49%
91 - 180 Days	1.59%	0.52%
181 - 365 Days	1.78%	0.52%
Long Term Investments	**Average Portfolio Rate**	**3 & 7 Yr Bond Rate**
2 - 9 Years	2.73%	.55% - .82%



Debt

The City of St. Albert shall adhere to a debt limit prescribed by the Province and as detailed per the City's Debt Management Policy, C-FS-03.

As of June 30, 2016, the City had $43.5 million debt outstanding, requiring annual servicing of $6.0 million. The debt relates to two significant projects: Servus Place of $22 million and Ray Gibbon Drive of $21.5 million. As illustrated, the City's outstanding debt is significantly lower than the Municipal ceiling.

GLOSSARY

Term	Description
Capital Budget	Estimated expenditure and revenues based on approved projects by Council that are related to the support in City's municipal and utility infrastructure.
City Debt Limit	City ceiling which prevents the debt limit from exceeding 85 per cent of the MGA's debt limit on non-tax debt and 50 per cent of the MGA's debt limit on tax supported debt.
Debt Limit	Municipal Government Act (MGA) regulated debt limit; calculated at 1.5 times the revenue of a municipality.
Deficit	Excess of expenditure over revenue.
Divisions/Departments	Part of the City's organizational structure.
Expenditure	The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.
Fiscal Year	January 1st to December 31st.
Forecast	The projection of revenues and expenditures for current fiscal year.
Municipal Government Act (MGA)	Provincial legislation that provides authority for municipal expenditure and revenue collection.
Operating Budget	Estimated expenditures and revenues related to current operations approved by City Council for the fiscal year.
Revenue	Sources of income used to finance the operations of the City. It includes such items as tax payments, fees or specific services, receipts from other governments, fines, grants and interest income.
Surplus	The excess of revenues over expenditures.
Utility	The city owns four utilities: water, wastewater (sewer), storm sewer, and solid waste. These utility operations are self-funded through a separate revenue structure.
Uncommitted Balance	The forecasted reserve dollar amount at year end which has not been committed to specific projects.

For More Information:

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