

FIRST QUARTER FINANCIAL REPORT 2022



District of West Vancouver
British Columbia
July 26, 2022

**DISTRICT OF WEST VANCOUVER
2022 FIRST QUARTER FINANCIAL REPORT**

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**DISTRICT OF WEST VANCOUVER
2022 FIRST QUARTER SUMMARY**

The 2022 first quarter financial report includes a review of operating results, investment results, capital expenditures, reserve balances, summaries for the Community Amenity Contribution Funds and Endowment Fund Reserve and procurement statistics to March 31, 2022. The report includes analysis of actual results to the year-to-date (YTD) budget. The five-year financial plan bylaw was adopted by Council on April 11, 2022. Highlights of the operating and capital results are summarized below.

General Fund - Operating Results

At the end of the first quarter, compared to the YTD budget, revenues over expenditures (not including third party works, non-recurring items and transfers) exceeded target by \$1.26M.

Revenues

Revenue Item	YTD Result (in millions)	YTD Budget (in millions)	YTD Variance (in millions)
General Taxation	\$ (0.01)	\$ -	\$ (0.01)
Fees & Charges	\$ 2.15	\$ 2.53	\$ (0.38)
Licences & Permits	\$ 4.48	\$ 4.29	\$ 0.18
Other Revenue	\$ 1.69	\$ 1.66	\$ 0.03
Government Grants	\$ 0.07	\$ 0.03	\$ 0.05
Total	\$ 8.38	\$ 8.51	\$ (0.13)

Revenue (not including third party works, non-recurring items and transfers) was under budget by \$130K (1.5%).

Favourable variances included:

- higher than expected number of parking tickets issued;
- higher than anticipated permit revenues from urban design rezoning and development applications, land development permits and street parking permits;
- earlier than budgeted sponsorship revenues received from Harmony Arts Festival and Bridge Festival, and
- higher than expected donations and unbudgeted grants received.

Unfavourable variances included:

- due to staff shortages, a limited amount of programming was available at the Aquatic Centre and Senior's Activity Centre (SAC); in addition, the food service at the SAC did not return to full service due to a combination of staff and volunteer shortages;
- reduction in the number of false alarm calls, fire inspections and development plan reviews are anticipated to occur later in the year;
- lease payment delayed; and
- less than budgeted administration fees collected due to slowing down of construction activity.

**DISTRICT OF WEST VANCOUVER
2022 FIRST QUARTER SUMMARY**

Expenditures

Expenditure Item	YTD Result (in millions)	YTD Budget (in millions)	YTD Variance (in millions)
Administrative Services	\$ 0.84	\$ 0.84	\$ (0.00)
Human Resources	\$ 0.47	\$ 0.49	\$ 0.02
Financial Services	\$ 0.89	\$ 0.87	\$ (0.02)
Police Services	\$ 4.25	\$ 4.63	\$ 0.38
Fire & Rescue Services	\$ 4.71	\$ 4.54	\$ (0.17)
Engineering & Transportation Services	\$ 1.48	\$ 1.63	\$ 0.15
Corporate Services	\$ 2.74	\$ 3.00	\$ 0.26
Planning & Development Services	\$ 1.56	\$ 1.63	\$ 0.07
Parks, Culture & Community Services	\$ 4.35	\$ 4.76	\$ 0.41
Library Services	\$ 1.27	\$ 1.31	\$ 0.04
General Government	\$ 0.33	\$ 0.58	\$ 0.25
Total	\$ 22.89	\$ 24.28	\$ 1.39

Expenditures (not including third party works, non-recurring items and transfers) were under budget by \$1.39M (5.7%) due to:

- salary savings due to impacts of COVID-19 resulting in reduced operating hours, multiple staff vacancies, and delays in hiring;
- timing of invoices received resulted in delays in payments.

Transfers

Transfers	YTD Result (in millions)	YTD Budget (in millions)	YTD Variance (in millions)
Transfer In Revenue	\$ (0.03)	\$ (0.06)	\$ (0.03)
Tax Transfer to Asset Reserves	\$ -	\$ 12.39	\$ 12.39
Transfers to Reserves	\$ 0.68	\$ 0.37	\$ (0.31)
Total	\$ 0.65	\$ 12.70	\$ 12.05

Net transfers were under budget by \$12.05M due to:

- less than budgeted transfer from Feed the Need operating reserve to fund costs because of reduced food service due to staff shortages;
- temporary favourable transfer to asset reserve due to timing of budget allocation, and
- unbudgeted transfer to the innovation fund reserve for one-time initiatives, which will be corrected when the budget amendment is completed.

**DISTRICT OF WEST VANCOUVER
2022 FIRST QUARTER SUMMARY**

Third Party Works & Non-Recurring Items

Third party works resulted in higher than expected revenues and expenditures.

Land development costs were generally offset by land sales proceeds, with net proceeds transferred to the Land Reserve.

Community Amenity Contributions (CACs) are voluntary contributions from developers which contribute towards community enhancement. CACs are unpredictable, therefore not budgeted. Details are provided in the General Fund Results and CAC summary.

One-time initiatives are non-capital projects addressing improvements in efficiency and effectiveness. For 2022, this includes continuation of items funded by the Provincial COVID-19 Safe Restart Grant which are expected to be completed by the end of the year. YTD expenditures were lower than anticipated due to projects delay, and some projects span across two years.

Detailed variance explanations are provided in the Notes to the General Fund Results.

Utility and Other Funds

Water Utility – Water consumption is seasonal and difficult to predict accurately. User fee revenues were unfavourable to budget due to unbudgeted leakage rebate and a drop in consumption. The operating expenditures were favourable to budget due to lower than projected water purchase costs and maintenance costs. The capital work program was delayed due to long lead times and staff capacity shortages, the construction activities are expected to accelerate in the second and third quarter.

Sewer Utility – Similar to the Water Utility, YTD revenues were behind due to less than budgeted usage, but revenue is expected to pick up in the summer months especially in the area of commercial and multi-family usage. Capital program expenditures are delayed due to long lead times and staff shortage issues and will resume in the second and third quarters.

Solid Waste – Revenues are slightly favourable due to an increase in the number of homes paying solid waste user fees resulting from new occupancy permits and system audit. Operating costs in waste management, tipping fees and public realm refuse are favourable due to less than expected garbage tonnages.

Golf Fund – YTD revenues significantly exceeded the budget due to higher participation at the Gleneagles Golf Course. Favourable revenues are partially offset by expenditures in the contractor and management cost.

Cemetery Fund – YTD revenues are significantly favourable due to higher than budgeted interment and plot sales resulting from the opening of the newly expanded area. The capital program will continue to take place this year and the expenditures are expected to grow in the second and third quarter.

Investment

The investment policy requires that investment returns be reported on a quarterly basis to provide updates on the status of the current investment portfolio and the investment environment.

Regular cash demands, as well as the District's conservative investment strategy, require that a high degree of liquidity be maintained in the investment portfolio, including both short and long term investments.

Short term investments, those with a term of up to one year and the highest degree of liquidity, are used to meet working capital requirements. Short term investments include Bank of Montreal (BMO) cash deposit accounts

DISTRICT OF WEST VANCOUVER 2022 FIRST QUARTER SUMMARY

and high interest saving accounts, as well as investments in the Municipal Finance Authority of BC (MFA) Money Market Fund.

Long term investments have terms of greater than one year. These investments are less liquid than short term investments and are held both to manage the risk of interest rate fluctuations and for funding requirements with a long term perspective. Long term investments include the MFA Government Focused Ultra-Short Bond Fund for investments from one to three years and Guaranteed Investment Certificates (GICs) for terms greater than one year, issued by Canadian chartered banks that meet the District's risk management requirements. At this time, the District is not using the MFA Bond Fund investment vehicle, due to low returns in the bond market. The fund remains available as an alternative if bond yield performance becomes stronger.

Investment portfolio details as well as quarterly results are provided in this report. Quarterly short-term investment results are favourable by twenty three basis points to the performance benchmark set by the MFA pooled high interest saving accounts.

Capital Program

2022 capital projects are initiated and commitments are set up upon the approval of the annual financial plan and phase 1 capital funding report. The funding for phase 1 capital projects was approved on March 28, 2022 and work on the capital program has commenced with activity increasing throughout spring and summer.

Reserves & Development Cost Charges (DCCs)

The reserves and DCCs as at March 31, 2022 totalled \$170M. There is also \$7.6M held in trust. Further details are provided in the reserve schedules. The CAC summary which includes committed amounts and available balance as well as the Endowment schedule are also included in this report.

Procurement Statistics & Contracts Awarded

The first quarter report includes an update on procurement activity to March 31, 2022 and contracts awarded over \$75K in value (excluding tax). Contracts that are reported to Council or the Finance and Audit Committee are not included here. Also excluded from this report are contracts related to West Vancouver Transit, West Vancouver Police Department and West Vancouver Memorial Library.

The District also calculates a savings metric by deducting the successful/awarded bid price on contracts from the average bid price received, based on the understanding that if no competitive bid process was conducted that prices would tend to be average or higher. The savings for the first quarter calculated using this metric reached \$154K.

The District's Purchasing Policy outlines the governing principles and guides the activity of the purchasing function. Awarded contracts are within approved budget limits and approved by staff with appropriate acquisition and commitment authority. The reported contract value is the value at the time of contract award and is subject to change.

DISTRICT OF WEST VANCOUVER
GENERAL FUND RESULTS
FOR THE PERIOD ENDING MARCH 31, 2022

GENERAL FUND REVENUE SUMMARY (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget		2021	Notes
	YTD Result	YTD Budget	YTD Variance	Variance %	Annual Approved Budget	%	Prior Year Results	
GENERAL TAXATION								
Municipal Taxes	(13)	0	(13)		83,636	-0.0%	(5)	
Specified Area	0	0	0		506	0.0%	0	
Grants-in-Lieu	0	0	0		1,062	0.0%	0	
	(13)	0	(13)		85,204	-0.0%	(5)	
FEES AND CHARGES								
Police	27	49	(22)	-45.0%	195	13.7%	34	¹
Engineering & Transportation Services	94	144	(50)	-34.6%	574	16.4%	199	²
Parks, Culture & Community Services	1,896	2,197	(301)	-13.7%	8,795	21.6%	1,287	³
Library	18	6	12	194.0%	26	70.6%	12	
First Nations	0	0	0		2,620	0.0%	0	
Fire & Rescue Services	21	49	(28)	-57.4%	195	10.7%	76	⁴
Parking Tickets	60	46	14	30.7%	185	32.6%	10	⁵
Vehicle Towing	(3)	0	(3)		10	-26.3%	8	
General Administration & Finance Fees	37	40	(3)	-8.5%	163	22.6%	36	
	2,150	2,530	(381)	-15.0%	12,762	16.8%	1,661	
LICENCES AND PERMITS								
Business Licences	1,390	1,427	(37)	-2.6%	1,464	94.9%	1,364	
Inspection Permits	2,488	2,421	67	2.8%	5,003	49.7%	1,626	
Other Permits/Licences	600	445	155	34.7%	1,436	41.8%	479	⁶
	4,477	4,293	185	4.3%	7,902	56.7%	3,469	
OTHER REVENUE								
Administration Fees (TransLink/Utilities)	313	308	5	1.6%	1,231	25.4%	306	
Interest on Investments	(1)	149	(151)	-100.8%	1,386	-0.1%	560	⁷
Tax Penalties & Interest	5	8	(3)	-33.9%	1,060	0.5%	30	
Library Contributions	0	0	0		247	0.0%	0	
Taylor Way Lease	303	289	14	4.7%	289	104.7%	291	
Lease & Rentals	515	670	(155)	-23.2%	2,142	24.0%	579	⁸
Miscellaneous	556	238	318	133.4%	1,237	45.0%	287	⁹
	1,690	1,662	28	1.7%	7,592	22.3%	2,053	
GOVERNMENT GRANTS								
Provincial Revenue Sharing	9	0	9		830	1.1%	0	
Library	0	0	0		149	0.0%	0	
Other	65	28	37	135.7%	311	20.9%	52	¹⁰
	74	28	47	169.7%	1,290	5.7%	52	
OTHER TRANSFERS								
Transfer In from Reserves	27	56	(30)	-52.8%	5,142	0.5%	745	¹¹
	27	56	(30)	-52.8%	5,142	0.5%	745	
TOTAL REVENUE	8,405	8,569	(164)	-1.9%	119,892	7.0%	7,976	

DISTRICT OF WEST VANCOUVER
GENERAL FUND RESULTS
FOR THE PERIOD ENDING MARCH 31, 2022

GENERAL FUND OPERATING RESULTS (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget		2021	Notes
	YTD Result	YTD Budget	YTD Variance	Variance %	Annual Approved Budget	%	Prior Year Results	
REVENUE								
General Taxation	(13)	0	(13)		85,204	-0.0%	(5)	Notes 1 to
Fees & Charges	2,150	2,530	(381)	-15.0%	12,762	16.8%	1,661	11 are
Licences & Permits	4,477	4,293	185	4.3%	7,902	56.7%	3,469	reflected
Other Revenue	1,690	1,662	28	1.7%	7,592	22.3%	2,053	on the
Government Grants	74	28	47	169.7%	1,290	5.7%	52	Revenue
Other Transfers	27	56	(30)	-52.8%	5,142	0.5%	745	Summary
REVENUE TOTAL	8,405	8,569	(164)	-1.9%	119,892	7.0%	7,976	
EXPENDITURES								
Administrative Services	843	843	(0)	-0.0%	3,963	21.3%	807	
Human Resources	474	487	13	2.7%	2,099	22.6%	438	
Financial Services	893	866	(27)	-3.1%	3,514	25.4%	800	
Police Services	4,252	4,635	383	8.3%	18,088	23.5%	4,186	¹²
Fire & Rescue Services	4,707	4,542	(165)	-3.6%	18,434	25.5%	4,414	¹³
Engineering & Transportation Services	1,477	1,627	150	9.2%	6,736	21.9%	1,195	¹⁴
Corporate Services	2,741	2,995	255	8.5%	11,255	24.4%	2,546	¹⁵
Planning & Development Services	1,564	1,634	71	4.3%	6,565	23.8%	1,351	
Parks, Culture & Community Services	4,349	4,763	414	8.7%	21,020	20.7%	3,505	¹⁶
Library Services	1,270	1,312	42	3.2%	5,147	24.7%	1,311	
General Government ^(Schedule A)	331	581	250	43.0%	6,598	5.0%	689	See below
	22,901	24,286	1,386	5.7%	103,420	22.1%	21,242	
Tax Transfer to Asset Reserves	0	12,393	12,393	100.0%	12,393	0.0%	10,725	¹⁷
Transfers to Reserves	683	372	(311)	-83.7%	3,817	17.9%	662	¹⁸
EXPENDITURES TOTAL	23,584	37,052	13,468	36.3%	119,631	19.7%	32,629	
EXCESS REVENUES OVER EXPENDITURES	(15,179)	(28,483)	13,304	-46.7%	262		(24,653)	
THIRD PARTY WORKS & NON-RECURRING ITEMS								
REVENUE								
Third Party Works	778	632	146	23.1%	2,626	29.6%	1,120	¹⁹
Gain on Sale of Land	0	0	0		250	0.0%	0	
Amenity Contributions	0	0	0		0		0	
Transfer-In for One-Time Initiatives	(32)	1,031	(1,063)	-103.1%	6,478	-0.5%	30	²⁰
REVENUE TOTAL	746	1,663	(917)		9,354	8.0%	1,150	
EXPENDITURES								
Third Party Works	880	648	(232)	-35.8%	2,656	33.1%	1,210	¹⁹
Land Management Costs & Transfer Proceeds	47	33	(13)	-39.7%	250	18.7%	0	
Transfer to Amenity Contributions Reserve	0	0	0	0.0%	0		0	
One-Time Initiatives	406	1,513	1,107	73.2%	6,710	6.0%	26	²⁰
EXPENDITURES TOTAL	1,332	2,194	862	39.3%	9,616	13.9%	1,236	
EXCESS REVENUES OVER EXPENDITURES	(586)	(531)	(55)	10.4%	(262)	223.9%	(86)	
TOTAL EXCESS REVENUES OVER EXPENDITURES	(15,765)	(29,014)	13,249	-45.7%	(0)	2.2%	(24,739)	

Schedule A - General Government Details

Legal & Severance	77	100	23	22.9%	1,671	4.6%	44	
Property & Liability Insurance	234	280	46	16.5%	1,120	20.9%	281	
Fiscal Services	(34)	147	182	123.4%	1,964	-1.8%	676	²¹
Grants-in-Aid	38	39	1	1.4%	539	7.0%	0	
Election	17	14	(2)	-15.5%	298	5.6%	0	
Employee Engagement	(1)	1	2	150.9%	5	-12.7%	0	
Business Improvement Area Levy	0	0	0		500	0.0%	0	
Provisional Fringe Benefit Expenditures	1	0	(1)		500	0.2%	(312)	
	331	581	250	43.0%	6,598	5.0%	689	

**DISTRICT OF WEST VANCOUVER
NOTES TO GENERAL FUND RESULTS
FOR THE PERIOD ENDING MARCH 31, 2022**

REVENUES

FEES AND CHARGES

- 1 **Police Services** - There is a reduction in the number of false alarm fees issued to home and business owners due to more people working from home. YTD revenue is unfavourable comparing to the budget.
- 2 **Engineering & Transportation Services** - YTD administration fees charged on the third party work is unfavourable due to slowing down of construction activities. Additionally, YTD advertising revenue is temporarily unfavourable due to timing of the payments.
- 3 **Parks, Culture & Community Services** - YTD revenue is unfavourable compared to budget mainly due to limited programs available at the Aquatic Centre resulting from lifeguard and staff shortages. In addition, there have been programming challenges at the Seniors' Activity Centre due to lack of room space and no program coordinator, and as a result, YTD program revenue is unfavourable. On the food service side, with a phased approach, the Seniors' Activity Centre was able to return to five days a week lunch service from mid-February onwards, but dinner service has not returned. This has been due to staffing shortages and a reduction in returning volunteers to help with the food service operations.
- 4 **Fire & Rescue Services** - YTD revenues are unfavourable compared to budget in the area of fire inspections and development plan reviews due to timing of budget allocations and staffing resource limitations.
- 5 **Parking Tickets** - People attended more social events due to easing of COVID-19 restrictions, and as a result, YTD ticket revenue is favourable compared to budget.

LICENCES AND PERMITS

- 6 **Other Permits/Licences** - Development/rezoning permits revenue vary each year depending on housing market conditions. YTD revenues are favourable compared to budget due to higher than expected revenue in urban design rezoning and development permits applications, land development permits and street parking permits.

OTHER REVENUE

- 7 **Interest on Investments** - Actual interest on investment revenue in the first quarter is favourable to budget due to strong cash management and taking advantage of investment opportunities. However, a reversal entry from last year's GICs accrual brought down the revenue. With the expiration of GICs in June and July, the revenue will be fully recouped to reflect the actual result of interest revenue.
- 8 **Lease & Rentals** - YTD revenues are unfavourable to budget mainly due to timing of payment received.
- 9 **Miscellaneous** - YTD revenues are favourable compared to budget largely due to sponsorship revenues from Harmony Arts Festival and Bridge Festival secured in the first quarter as well as higher than expected grants and donations.

GOVERNMENT GRANTS

- 10 **Others** - YTD revenues are favourable due to an unbudgeted Museums Assistance Program Fund received from Government of Canada.

OTHER TRANSFERS

- 11 **Transfer In from Reserves** - These transfers (which are actually transfers, not revenues) correspond to the expenditure transfers in note 18, which usually take place at year end depending on the actual financial results. Transfer in from Feed the Need operating reserves is less than budgeted due to reduced food service provided in the first quarter resulting from staff shortages.

**DISTRICT OF WEST VANCOUVER
NOTES TO GENERAL FUND RESULTS
FOR THE PERIOD ENDING MARCH 31, 2022**

EXPENDITURES

- 12 **Police Services** - YTD expenditures are favourable to budget mainly due to labour savings from attrition and the replacement of those higher ranked officers with probationary constables.
- 13 **Fire Services** - YTD expenditures are unfavourable mainly due to higher than budgeted labour cost from overtime incurred to cover for sick leave.
- 14 **Engineering & Transportation Services** - YTD expenditures are favourable to budget mainly due to labour cost savings due to challenges in recruitment.
- 15 **Corporate Services** - YTD expenditures are favourable compared to budget mainly due to timing of bills received, resulting in temporary savings in utilities, supplies, software maintenance and data/telephone lines costs.
- 16 **Parks, Culture & Community Services** - YTD expenditures are favourable to budget mainly due to significant labour cost savings. Difficulty in hiring and retaining staff resulted in reduced operating hours and multiple staff vacancies.
- 17 **Tax Transfer to Asset Reserves** - YTD expenditures are favourable to budget due to timing difference of transferring the asset levy to asset reserves.
- 18 **Transfers to Reserves** - These transfer accounts (which are actually transfers, not expenditures) correspond to the revenue transfers in note 11.

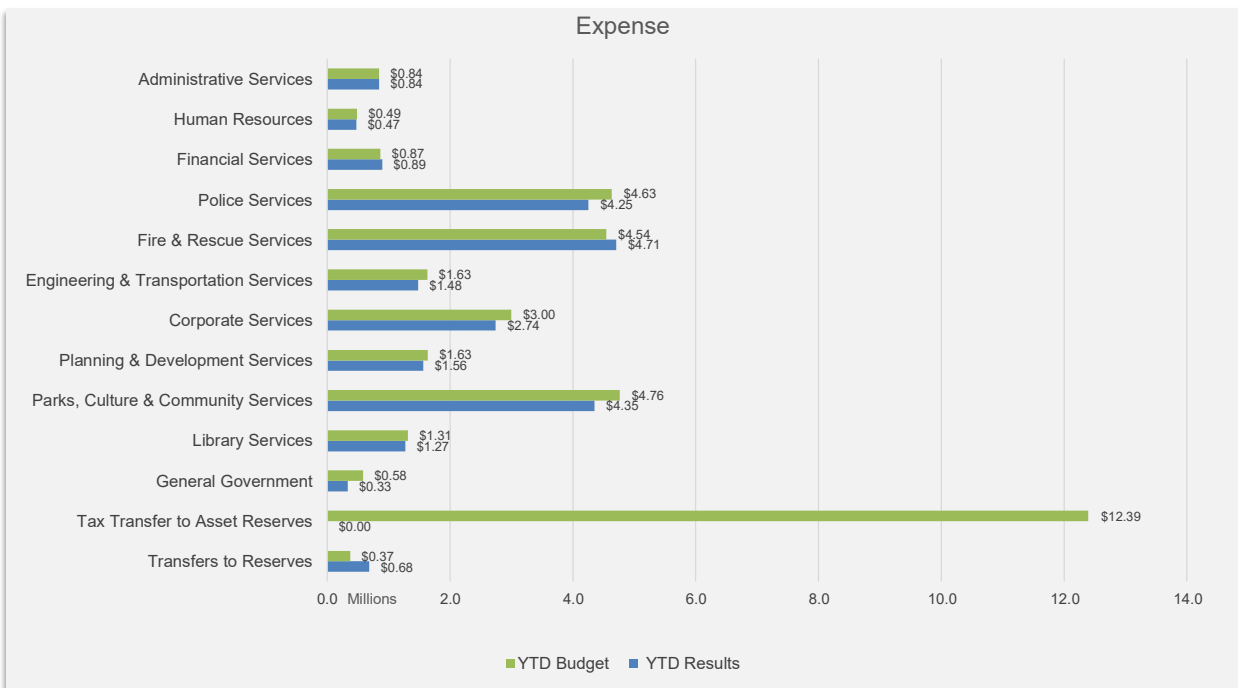
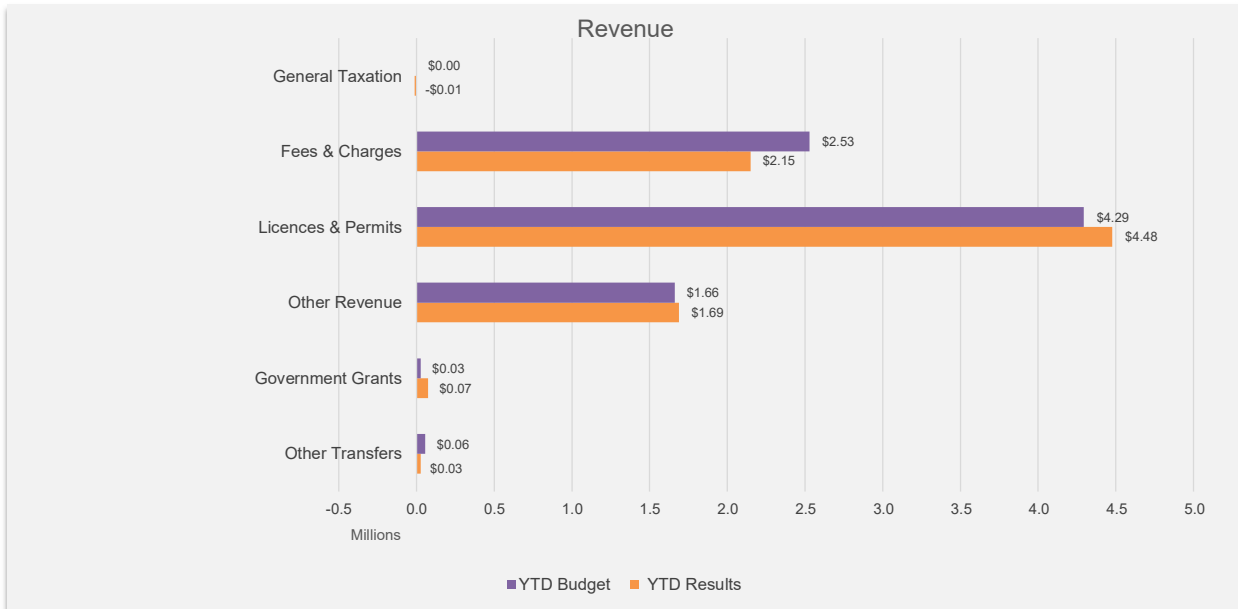
THIRD PARTY WORKS & NON-RECURRING ITEMS

- 19 **Third Party Works** - YTD third party work expenditures are unfavourable due to higher than budgeted demand for third party work in the first quarter that was largely offset by third party works revenue. At year end, revenue will be trued up to offset as costs are fully recoverable for this work.
- 20 **One-Time Initiatives** - These initiatives are non-capital project expenditures, including consulting engagements that are one-time in nature. For 2022, this includes continuation of items funded by the Provincial COVID-19 Safe Restart Grant which are expected to be completed by the end of the year.

SCHEDULE A - GENERAL GOVERNMENT DETAILS

- 21 **Fiscal Services** - YTD expenditures are favourable to budget mainly due to a credit entry from the reversal of 2021 MFA debt interest accruals. The credit will be offset at year end with \$0 impact each year.

**DISTRICT OF WEST VANCOUVER
NOTES TO GENERAL FUND RESULTS
FOR THE PERIOD ENDING MARCH 31, 2022**



DISTRICT OF WEST VANCOUVER
WATER FUND RESULTS & ANNUAL FORECAST
FOR THE PERIOD ENDING MARCH 31, 2022

WATER UTILITY (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget		2021	Notes
	YTD Results	YTD Budget	YTD Variance	YTD % Variance	Annual Approved Budget	%	Prior Year YTD Results	
REVENUE								
User Fees	3,133	3,498	(364)	-10.4%	19,431	16.1%	3,203	¹
Meter Rental Charges	(12)	0	(12)		0		126	
Micro Power Generation	4	6	(1)	-27.2%	22	18.2%	4	
Development Contributions	0	0	0		1,300	0.0%	0	
Recoveries	4	40	(35)	-89.5%	158	2.6%	22	²
Other Revenue	9	17	(8)	-46.7%	67	13.3%	11	
Transfers In	0	0	0		10,823	0.0%	0	
	<u>3,138</u>	<u>3,559</u>	<u>(421)</u>	<u>-11.8%</u>	<u>31,801</u>	<u>9.9%</u>	<u>3,366</u>	
EXPENDITURE								
Water Purchases	480	602	122	20.2%	4,631	10.4%	487	³
Administration Fee	88	88	(0)	-0.0%	350	25.0%	88	
Operations & Maintenance	889	1,161	272	23.4%	4,731	18.8%	734	⁴
Capital Program	605	1,299	693	53.4%	12,123	5.0%	635	⁵
Debt Service	446	446	0	0.0%	1,785	25.0%	444	
	<u>2,508</u>	<u>3,595</u>	<u>1,087</u>	<u>30.2%</u>	<u>23,620</u>	<u>10.6%</u>	<u>2,388</u>	
EXCESS REVENUES OVER EXPENDITURES	<u>630</u>	<u>(36)</u>	<u>666</u>		<u>8,181</u>		<u>978</u>	⁶

Notes:

¹ YTD revenues are unfavourable mainly due to unbudgeted leakage rebate and less than anticipated consumption. Usages are expected to increase with warmer weather.

² This is the net vehicle charge out revenues (revenue from usage - vehicle expenses). Vehicle usage hours were down in 2021, and there were significant increases in the costs for fuel and materials. As a result, YTD revenue is unfavourable. Rates have been adjusted for the second quarter and will be monitored month to month.

³ YTD expenditures are favourable due to lower water consumption and optimization of Eagle Lake

⁴ YTD expenditures are favourable in water distribution, water supply and universal metering; particularly in the areas of service renewals/repairs, hydro and reactive maintenance.

⁵ See Capital Program Summary - Utilities report.

⁶ Annual surplus will be transferred to the Water Reserve Fund at year end. 2022 Annual Budget amount includes \$2,023K surplus approved under Water Utility Five-Year Financial Plan and \$6,158K user fee revenue to be transferred to the Water Reserve Fund.

DISTRICT OF WEST VANCOUVER
SEWER FUND RESULTS & ANNUAL FORECAST
FOR THE PERIOD ENDING MARCH 31, 2022
SEWER UTILITY (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget		2021	Notes
	YTD Results	YTD Budget	YTD Variance	YTD % Variance	Annual Approved Budget	%	Prior Year YTD Results	
REVENUE								
User Fees	5,479	6,059	(580)	-9.6%	24,234	22.6%	5,543	¹
Recoveries	4	38	(34)	-89.1%	165	2.5%	22	²
Other Revenue	0	8	(8)	-100.0%	34	0.0%	(1)	
Transfers In	0	0	0		19,182	0.0%	0	
	<u>5,483</u>	<u>6,105</u>	<u>(622)</u>	<u>-10.2%</u>	<u>43,614</u>	<u>12.6%</u>	<u>5,564</u>	
EXPENDITURE								
Greater Vancouver Sewerage and Drainage District Levy	2,430	2,430	0	0.0%	9,720	25.0%	2,368	
Administration Fee	92	93	0	0.0%	370	25.0%	92	
Sanitary Operations & Maintenance	399	470	71	15.1%	1,816	21.9%	537	³
Storm Operations & Maintenance	247	215	(32)	-15.0%	940	26.3%	266	⁴
Capital Program	566	3,614	3,048	84.3%	19,182	3.0%	483	⁵
	<u>3,734</u>	<u>6,821</u>	<u>3,087</u>	<u>45.3%</u>	<u>32,027</u>	<u>11.7%</u>	<u>3,747</u>	
EXCESS REVENUES OVER EXPENDITURES	<u>1,749</u>	<u>(716)</u>	<u>2,465</u>		<u>11,587</u>		<u>1,817</u>	⁶

Notes:

- ¹ YTD revenues are unfavourable mainly due to less than anticipated consumption. Commercial and multi-family usages are expected to pick up in second and third quarter.
- ² This is the net vehicle charge out revenues (revenue from usage - vehicle expenses). Vehicle usage hours were down in 2021, and there were significant increases in fuel and material costs. As a result, YTD revenue is unfavourable. Rates have been adjusted for the second quarter and will be monitored month to month.
- ³ YTD sanitary expenditures are favourable due to seasonal fluctuations (savings in sewer pumps and sewer collection system). Anticipated to level out over the year.
- ⁴ YTD storm expenditures are unfavourable due to seasonal fluctuations (over spending on spot repairs and drainage blockages). Anticipated to level out over the year.
- ⁵ See Capital Program Summary - Utilities report.
- ⁶ Annual surplus will be transferred to Sewer & Drainage Reserve Fund at year end. 2022 Annual Budget amount includes \$1,102K surplus approved under Sewer & Drainage Utility Five-Year Financial Plan and \$10,485K user fee revenue to be transferred to Sewer & Drainage Reserve Fund.

DISTRICT OF WEST VANCOUVER
SOLID WASTE FUND RESULTS & ANNUAL FORECAST
FOR THE PERIOD ENDING MARCH 31, 2022

SOLID WASTE UTILITY (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget		2021	Notes
	YTD Results	YTD Budget	YTD Variance	YTD % Variance	Annual Approved Budget	%	Prior Year YTD Results	
REVENUE								
Waste User Fees	711	693	17	2.5%	2,773	25.6%	659	
Recycling User Fees	0	0	0		0		(4)	
Tag Sales	4	3	1	45.2%	12	36.3%	4	
Contract/Material Revenue	0	0	0		0		(58)	
Public Realm Refuse Fee	268	255	13	5.1%	1,021	26.3%	238	¹
Recycling Contract Recovery	0	0	0		0		1	
	<u>983</u>	<u>951</u>	<u>32</u>	<u>3.3%</u>	<u>3,806</u>	<u>25.8%</u>	<u>840</u>	
EXPENDITURE								
Management/Outreach/ North Shore Recycling Program (NSRP)	35	66	31	46.7%	266	13.3%	60	²
Garbage, Green Can & Yard Trimmings	605	661	56	8.5%	2,644	22.9%	616	³
Administration Charge	22	22	0	0.0%	90	25.0%	23	
Recycling	0	0	0		0		0	
Public Realm Refuse	209	343	134	39.0%	1,373	15.2%	204	⁴
Capital Program	0	0	0		0		0	
	<u>872</u>	<u>1,093</u>	<u>221</u>	<u>20.2%</u>	<u>4,372</u>	<u>19.9%</u>	<u>903</u>	⁵
EXCESS REVENUES OVER EXPENDITURES	<u>111</u>	<u>(142)</u>	<u>253</u>		<u>(567)</u>		<u>(63)</u>	

Notes:

¹ Due to new occupancy permits and system audit, there has been an increase of the number of homes paying the solid waste user fees. As a result, YTD revenue is slightly favourable.

² YTD expenditures are favourable due to some outreach programs affected by COVID-19 restrictions, but programs are expected to increase during the summer months.

³ YTD expenditures are favourable due to less than expected tipping fees resulting from garbage tonnage decrease in comparison to 2021. There was also a timing difference with billing from a contractor for landfill monitoring service.

⁴ Public realm refuse costs are seasonal and based on park usage. YTD expenditures are favourable due to lower than expected costs incurred in the first quarter. Refuse collection in parks and streetscape recycling are expected to increase significantly in the second and third quarter. Waste collection in Civic Facilities is also expected to increase as we return to normal occupancy.

⁵ Transfer will take place at year end from the Solid Waste Reserve Fund to cover the operating deficit.

DISTRICT OF WEST VANCOUVER
GOLF FUND RESULTS & ANNUAL FORECAST
FOR THE PERIOD ENDING MARCH 31, 2022

GOLF FUND (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget		2021	Notes
	YTD Results	YTD Budget	YTD Variance	YTD % Variance	Annual Approved Budget	%	Prior Year YTD Results	
REVENUE								
Golf Fees	138	87	51	58.6%	1,064	13.0%	167	¹
Rental Revenue - Facility	0	4	(4)	-100.0%	17	0.0%	0	²
Transfers In	0	0	0		44	0.0%	0	
	<u>138</u>	<u>91</u>	<u>47</u>	<u>51.3%</u>	<u>1,125</u>	<u>12.2%</u>	<u>167</u>	
EXPENDITURE								
Pro Shop & Management	54	40	(14)	-33.9%	220	24.4%	35	³
Operations & Maintenance	141	170	29	17.1%	761	18.5%	151	⁴
Administrative Fee	0	0	0		0		0	
Capital Program	0	11	11		44	0.0%	0	⁵
Debt Service	0	0	0		100	0.0%	0	
	<u>194</u>	<u>220</u>	<u>26</u>	<u>12.0%</u>	<u>1,125</u>	<u>17.3%</u>	<u>187</u>	
EXCESS REVENUES OVER EXPENDITURES	<u>(56)</u>	<u>(129)</u>	<u>73</u>		<u>(0)</u>		<u>(20)</u>	

Notes:

- ¹ Gleneagles Golf Course is experiencing high participation resulting in favourable YTD revenues.
- ² YTD revenues are unfavourable due to the fact that there were no events or rentals booked in the first quarter.
- ³ Higher contractor costs directly tied to higher revenues received, therefore, YTD expenditures are unfavourable compared to budget.
- ⁴ YTD expenditures are favourable due to budget allocation, and most operation and maintenance costs ramp up in the spring and summer seasons.
- ⁵ See Capital Program Summary - General Fund, Golf & Cemetery report.

DISTRICT OF WEST VANCOUVER
CEMETERY FUND RESULTS & ANNUAL FORECAST
FOR THE PERIOD ENDING MARCH 31, 2022

CEMETERY FUND (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget		2021	Notes
	YTD Results	YTD Budget	YTD Variance	YTD % Variance	Annual Approved Budget	%	Prior Year YTD Results	
REVENUE								
User Fees	357	197	160	81.2%	981	36.4%	215	¹
Interest Revenue	0	0	0		141	0.0%	0	
Transfers In	0	0	0		130	0.0%	0	
	<u>357</u>	<u>197</u>	<u>160</u>	<u>81.2%</u>	<u>1,253</u>	<u>28.5%</u>	<u>215</u>	
EXPENDITURE								
Operations & Maintenance	101	104	3	2.5%	563	17.9%	92	
Sales & Use Costs	63	30	(33)	-112.9%	169	37.3%	42	²
Administration Fees	45	36	(9)	-25.0%	179	25.0%	45	³
Capital Improvements	14	20	5	26.6%	196	7.3%	1	⁴
	<u>223</u>	<u>189</u>	<u>(35)</u>	<u>-18.3%</u>	<u>1,108</u>	<u>20.2%</u>	<u>179</u>	
EXCESS REVENUES OVER EXPENDITURES	<u>134</u>	<u>9</u>	<u>126</u>		<u>145</u>		<u>37</u>	⁵

Notes:

¹ YTD revenues are favourable due to higher than budgeted interment and plot sales resulting from the opening of the newly expanded cemetery area.

² Increased expenses are tied to increased sales revenue, therefore, YTD expenditures are unfavourable compared to budget.

³ YTD expenditures are temporarily unfavourable compared to budget due to timing of budget allocation.

⁴ See Capital Program Summary - General Fund, Golf & Cemetery report.

⁵ Annual surplus will be transferred to Cemetery Development Fund at year end.

DISTRICT OF WEST VANCOUVER
GENERAL FUND RESULTS
FOR THE PERIOD ENDING MARCH 31, 2022

SALARY VACANCY ADJUSTMENT (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget	
	YTD Result	YTD Budget	YTD Variance	YTD % Variance	Annual Approved Budget	%
SUMMARY						
Salaries Regular	18,743	20,221	1,477	7.3%	81,652	23.0%
Vacancy Adjustment	0	(248)	(248)	100.0%	(999)	0.0%
	<u>18,743</u>	<u>19,973</u>	<u>1,229</u>	<u>6.2%</u>	<u>80,653</u>	<u>23.2%</u>
Overtime	758	234	(524)	-223.8%	896	84.5%
Car Allowances	58	60	2	3.7%	242	23.9%
External Recoveries	(503)	(535)	(32)	5.9%	(2,096)	24.0%
General Fund	<u>19,056</u>	<u>19,732</u>	<u>676</u>	<u>3.4%</u>	<u>79,695</u>	<u>23.9%</u>

YTD salary expenses are favourable to budget. Due to impacts of COVID-19, there have been vacancies and delays in hiring. Favourable variance is partially offset by vacancy adjustment and overtime expenditures.

Staff worked additional hours to cover staff shortage due to vacancies, vacations, various staff leaves, general backlog of work, required service levels and responding to the January 7, 2022 storm which resulted in additional overtime.

A large portion of the overtime was incurred in Police Services, and related to secondments to integrated teams/special duties and are recoverable. Salary expenditures for seconded and assigned staff are also recoverable.

The majority of the overtime in Engineering & Transportation is related to third party work which is recoverable and there was some overtime incurred at the beginning of the year for winter maintenance.

Parks, Culture & Community Services (PCCS) incurred overtime associated with storm damage remediation. There also was unavoidable overtime resulting from statutory pay required in order to provide service seven days a week. There was also additional overtime associated with the January 7, 2022 storm repairs in order to restore safe access to the Centennial Seawalk and surrounding park space.

ADMINISTRATION

Salaries Regular	797	824	27	3.3%	3,506	22.7%
Vacancy Adjustment	0	(13)	(13)	100.0%	(52)	0.0%
	<u>797</u>	<u>811</u>	<u>15</u>	<u>1.8%</u>	<u>3,454</u>	<u>23.1%</u>
Overtime	3	2	(1)	-59.2%	8	39.8%
Car Allowances	2	2	0	7.7%	8	23.1%
External Recoveries	0	0	0		0	
Division Total	<u>802</u>	<u>815</u>	<u>14</u>	<u>1.7%</u>	<u>3,470</u>	<u>23.1%</u>

HUMAN RESOURCES & PAYROLL SERVICES

Salaries Regular	439	450	11	2.4%	1,827	24.0%
Vacancy Adjustment	0	(9)	(9)	100.0%	(35)	0.0%
	<u>439</u>	<u>441</u>	<u>2</u>	<u>0.5%</u>	<u>1,791</u>	<u>24.5%</u>
Overtime	4	1	(2)	-159.6%	6	63.9%
Car Allowances	3	3	(0)	-9.8%	10	27.4%
Division Total	<u>445</u>	<u>445</u>	<u>(0)</u>	<u>-0.1%</u>	<u>1,807</u>	<u>24.6%</u>

FINANCIAL SERVICES

Salaries Regular	854	857	3	0.3%	3,480	24.5%
Vacancy Adjustment	0	(17)	(17)	100.0%	(69)	0.0%
	<u>854</u>	<u>840</u>	<u>(14)</u>	<u>-1.7%</u>	<u>3,411</u>	<u>25.0%</u>
Overtime	7	2	(5)	-228.2%	4	180.5%
Car Allowances	3	3	0	7.7%	12	23.1%
Division Total	<u>864</u>	<u>845</u>	<u>(19)</u>	<u>-2.3%</u>	<u>3,427</u>	<u>25.2%</u>

POLICE SERVICES

Salaries Regular	3,655	4,095	441	10.8%	15,811	23.1%
Vacancy Adjustment	0	(71)	(71)	100.0%	(275)	0.0%
	<u>3,655</u>	<u>4,024</u>	<u>369</u>	<u>9.2%</u>	<u>15,536</u>	<u>23.5%</u>
Overtime	210	109	(101)	-92.1%	493	42.6%
Car Allowances	4	4	0	0.0%	17	23.1%
External Recoveries	(474)	(472)	2	-0.3%	(1,842)	25.7%
Division Total	<u>3,395</u>	<u>3,665</u>	<u>270</u>	<u>7.4%</u>	<u>14,204</u>	<u>23.9%</u>

DISTRICT OF WEST VANCOUVER
GENERAL FUND RESULTS
FOR THE PERIOD ENDING MARCH 31, 2022

SALARY VACANCY ADJUSTMENT (\$ 000s)

	2022 January 1 to March 31				2022 Annual Budget	
	YTD Result	YTD Budget	YTD Variance	YTD % Variance	Annual Approved Budget	%
FIRE & RESCUE SERVICES						
Salaries Regular	4,388	4,253	(135)	-3.2%	17,278	25.4%
	<u>4,388</u>	<u>4,253</u>	<u>(135)</u>	<u>-3.2%</u>	<u>17,278</u>	<u>25.4%</u>
Overtime	139	23	(116)	-491.9%	167	83.4%
Car Allowances	2	2	0	7.7%	8	23.1%
External Recoveries	0	(20)	(20)	100.0%	(80)	0.0%
Division Total	<u>4,529</u>	<u>4,259</u>	<u>(270)</u>	<u>-6.3%</u>	<u>17,373</u>	<u>26.1%</u>
ENGINEERING & TRANSPORTATION SERVICES						
Salaries Regular	1,137	1,537	400	26.0%	6,030	18.9%
Vacancy Adjustment	0	(17)	(17)	100.0%	(70)	0.0%
	<u>1,137</u>	<u>1,520</u>	<u>383</u>	<u>25.2%</u>	<u>5,960</u>	<u>19.1%</u>
Overtime	271	70	(200)	-284.9%	108	250.2%
Car Allowances	3	2	(1)	-26.5%	8	31.6%
Division Total	<u>1,410</u>	<u>1,592</u>	<u>182</u>	<u>11.4%</u>	<u>6,076</u>	<u>23.2%</u>
CORPORATE SERVICES						
Salaries Regular	1,599	1,618	19	1.2%	6,565	24.4%
Vacancy Adjustment	0	(30)	(30)	100.0%	(120)	
	<u>1,599</u>	<u>1,588</u>	<u>(11)</u>	<u>-0.7%</u>	<u>6,444</u>	<u>24.8%</u>
Overtime	19	14	(5)	-36.3%	56	33.6%
Car Allowances	3	3	0	7.7%	14	23.1%
Division Total	<u>1,621</u>	<u>1,605</u>	<u>(16)</u>	<u>-1.0%</u>	<u>6,514</u>	<u>24.9%</u>
PLANNING & DEVELOPMENT SERVICES						
Salaries Regular	1,479	1,577	99	6.2%	6,472	22.8%
Vacancy Adjustment	0	(30)	(30)	100.0%	(122)	0.0%
	<u>1,479</u>	<u>1,547</u>	<u>68</u>	<u>4.4%</u>	<u>6,349</u>	<u>23.3%</u>
Overtime	25	4	(21)	-540.6%	16	157.7%
Car Allowances	28	31	3	9.1%	123	22.7%
External Recoveries	(29)	(43)	(14)	31.7%	(174)	16.8%
Division Total	<u>1,502</u>	<u>1,539</u>	<u>37</u>	<u>2.4%</u>	<u>6,315</u>	<u>23.8%</u>
PARKS, CULTURE & COMMUNITY SERVICES						
Salaries Regular	3,375	3,925	549	14.0%	16,258	20.8%
Vacancy Adjustment	0	(50)	(50)	100.0%	(211)	0.0%
	<u>3,375</u>	<u>3,875</u>	<u>499</u>	<u>12.9%</u>	<u>16,047</u>	<u>21.0%</u>
Overtime	75	7	(67)		39	192.9%
Car Allowances	10	9	(1)	-7.7%	36	26.9%
Division Total	<u>3,460</u>	<u>3,891</u>	<u>431</u>	<u>11.1%</u>	<u>16,121</u>	<u>21.5%</u>
LIBRARY SERVICES						
Salaries Regular	1,021	1,085	64	5.9%	4,427	23.1%
Vacancy Adjustment	0	(11)	(11)	100.0%	(44)	0.0%
	<u>1,021</u>	<u>1,074</u>	<u>53</u>	<u>4.9%</u>	<u>4,383</u>	<u>23.3%</u>
Overtime	5	0	(5)		0	
Car Allowances	1	1	0	6.2%	5	23.1%
Division Total	<u>1,028</u>	<u>1,076</u>	<u>48</u>	<u>4.4%</u>	<u>4,388</u>	<u>23.4%</u>

INVESTMENT RESULTS

Summary

A summary of the District of West Vancouver ("District") investment results from January 1, 2022 to March 31, 2022 is presented below.

INVESTMENT PORTFOLIO (\$ 000's)

	MFA MONEY MARKET FUND	MFA GFUB ¹	COAST CAPITAL SAVINGS	ROYAL BANK OF CANADA	BLUE SHORE FINANCIAL	VANCITY SAVINGS CREDIT UNION	BANK OF MONTREAL	As at March 31, 2022	As at March 31, 2021
Opening Balance as at January 1, 2022	\$10	\$29	\$83,700	\$1,224	\$39,929	\$60,325	\$56,116	\$241,334	\$262,107
Transfers/Adjustments	\$-	\$-	\$(43,700)	\$(5)	\$-	\$-	\$25,581	\$(18,124)	\$(64,753)
	\$10	\$29	\$40,000	\$1,219	\$39,929	\$60,325	\$81,698	\$223,211	\$197,353
Interest Income	\$-	\$-	\$109	\$-	\$123	\$192	\$228	\$653	\$644
Closing Balance as at March 31, 2022	\$10	\$29	\$40,109	\$1,219	\$40,052	\$60,517	\$81,926	\$223,864	\$197,997
Three months percentage non-annualized calculated ²	0.08%	-0.62%	0.18%	0.00%	0.31%	0.32%	0.33%		

Comparison to Benchmarks

The benchmarks, defined in the District's Cash Management and Investment Guidelines 04-30-371, are set on the basis of Municipal Finance Authority of BC (MFA) funds and pooled high interest saving accounts (PHISA) performance objectives as follows:

Short term (working capital) investments:

Performance objective equals MFA average PHISA rates at March 31, 2022, net of all expenses:

- current quarter benchmark is 0.15%³
- current quarter actual (all short term investments) equals 0.38%⁴

Current quarter actual is favourable by twenty three basis points as short term investments are held primarily in the Bank of Montreal (BMO) high interest treasury accounts with annual return rates between 1.15% and 1.20%; and the Coast Capital Savings Credit Union GIC accounts, BlueShore Financial Credit Union, and Vancity

¹ MFA GFUB Fund: MFA Government Focused Ultra-Short Bond Fund ("MFA GFUB")

² calculated based on average account balances including unearned interest for accounts with the maturity date outside of the current time period, based on the interest rate at the time of the report

³ three months non-annualized, as per MFA PHISA (March 31, 2022)

⁴ based on average across all short term investments

Savings Credit Union with annual rates of return between 1.26% and 2.6% which exceed the MFA benchmark.

MFA money market fund performance for the first three month of 2022 is 0.08%⁵.

Long term investments:

MFA GFUB Fund⁶ performance objective equals Financial Times Stock Exchange (FTSE) TMX 365-Day Treasury bill Index plus 30 basis points, net of all expenses:

- current quarter benchmark is -0.61%⁷ plus 30 basis points equalling -0.31%
- current quarter actual (MFA GFUB Fund) equals -0.62%⁸

The benchmark was missed by thirty one basis points due to the performance of the MFA GFUB Fund. The performance gap has minimal impact on the investment portfolio due to low account balance – the District’s MFA GFUB investment is only \$29K.

Market trends

The analysis of first quarter market trends and forward-looking investment strategies for the period from January 1, 2022 to March 31, 2022 is presented in the monthly MFA report, available online:

https://mfa.bc.ca/sites/default/files/Pooled%20Investments/03-2022_ph_n_mfa_pooled_funds_monthly_performance.pdf

⁵ three months non-annualized, as per MFA Pooled Investment Results report (March 31, 2022)

⁶ MFA GFUB Fund: MFA Government Focused Ultra-Short Bond Fund (“MFA GFUB”)

⁷ three months non-annualized, as per MFA Pooled Investment Results report (March 31, 2022)

⁸ three months non-annualized, as per MFA Pooled Investment Results report (March 31, 2022)

**DISTRICT OF WEST VANCOUVER
CAPITAL PROGRAM SUMMARY - GENERAL FUND & CEMETERY
FOR THE PERIOD ENDING MARCH 31, 2022**

Asset Category	Year-to-Date (\$000s)					Notes
	Budget 2022	Actual 2022	Open Purchase Orders 2022	Total Actual & Committed 2022	Remaining Budget	
General Fund						
Equipment	2,620	243	290	533	2,087	
Facilities Maintenance	11,455	1,862	3,863	5,725	5,730	
Grounds & Parks	13,251	295	7,535	7,830	5,421	
Information Technology	1,791	196	550	745	1,046	
Transportation Infrastructure	11,392	423	997	1,420	9,972	
Vehicle Fleet	2,905	269	661	930	1,975	
<i>Phase 2 2022 Capital Projects</i>	3,976	n/a	n/a	n/a	3,976	¹
Total General Fund	47,390	3,287	13,896	17,184	30,206	²
Cemetery Fund						
Equipment	16	0	0	0	16	
Grounds & Parks	165	0	0	0	165	
Vehicle Fleet	15	14	0	14	1	
Total Cemetery Fund	196	14	0	14	182	²
Golf Fund						
Grounds & Parks	44	6	17	22	21	
Total Golf Fund	44	6	17	22	21	²

Notes:

- ¹ Capital budgeting is a multi-stage process at the District utilizing a just-in-time funding methodology. Phase 2 2022 Capital projects are the projects which were approved under the 2022-2026 Five-Year Financial Plan, but still require Council authorization to appropriate funds from reserves.
- ² Work on 2022 Capital Program has commenced and will increase throughout spring and summer.

**DISTRICT OF WEST VANCOUVER
CAPITAL PROGRAM SUMMARY - UTILITIES
FOR THE PERIOD ENDING MARCH 31, 2022**

Fund	Year-to-Date (\$000s)					Notes
	Budget 2022	Actual 2022	Open Purchase Orders 2022	Total Actual & Committed 2022	Remaining Budget	
Water	12,123	605	1,300	1,905	10,218	
Total Water Utility Fund	12,123	605	1,300	1,905	10,218	¹
Sewer	19,182	566	4,456	5,021	14,161	
Total - Sewer Utility Fund	19,182	566	4,456	5,021	14,161	¹

Notes:

¹ Work on 2022 Capital Program has commenced and will increase throughout spring and summer.

DISTRICT OF WEST VANCOUVER
As at March 31, 2022

RESERVE SCHEDULE (\$ 000's)

	Opening Balances	Current Transactions			Current Balances	2022 Forecast Transactions			Forecast Balances	Ending Balances	
	2022/01/01	Revenues & Transfers	Interest	Expenditures & Transfers	2022/03/31	Revenues & Transfers	Interest	Expenditures & Transfers	2022/12/31	Committed	Uncommitted
GENERAL FUND											
Asset Reserves	20,480	0	0	0	20,480	12,343	0	-28,393	4,430	0	4,430
<i>Statutory</i>											
Capital Facilities Reserve ¹	9,004	0	0	0	9,004	3,356	0	-10,701	1,659	0	1,659
Capital Infrastructure Reserve ²	5,325	0	0	0	5,325	5,030	0	-9,783	572	0	572
Capital Equipment Reserve ³	4,976	0	0	0	4,976	3,412	0	-6,851	1,537	0	1,537
<i>Non-Statutory</i>											
Operational Reserve ⁴	1,175	0	0	0	1,175	546	0	-1,058	662	0	662
Endowment Fund	20,931	12	0	0	20,943	452	0	-1,324	20,071	0	20,071
Threshold Value ⁵	18,000										
Community Amenity Contributions Fund	41,849	0	0	0	41,849	0	0	-13,534	28,316	-23,057	5,259
<i>Non-Restricted</i>	35,332	0	0	0	35,332	0	0	-9,877	25,455	-23,057	2,399
<i>Restricted⁶</i>	6,517	0	0	0	6,517	0	0	-3,657	2,861	0	2,861
Affordable Housing	5,218	0	0	0	5,218	0	0	0	5,218	0	5,218
Public Art Reserve	674	0	0	0	674	50	n/a	-84	640	0	640
Archived Fund Reserve	84	7	0	0	91	0	0	-7	84	0	84
Land Reserve Fund	3,205	0	0	0	3,205	0	0	-15	3,190	0	3,190
Operating Reserves	10,701	482	0	-27	11,156	1,252	0	-1,305	11,103	-2,753	8,350
Other Reserves	2,121	40	0	0	2,161	270	0	-1,042	1,389	0	1,389
OTHER FUNDS											
Golf Development Reserve	765	0	0	0	765	0	0	-44	721	0	721
Cemetery Development Reserve	1,587	0	0	0	1,587	145	0	-196	1,535	0	1,535
Solid Waste Reserve Fund	1,565	0	n/a	0	1,565	0	0	-567	999	0	999
Water Reserves	6,767	0	0	0	6,767	6,000	0	-10,664	2,103	0	2,103
Sewer & Drainage Reserves	24,022	0	0	0	24,022	10,320	0	-19,017	15,325	0	15,325
TOTAL RESERVES	139,970	540	0	-27	140,484	30,832	0	-76,192	95,124	-23,057	69,314
DEVELOPMENT COST CHARGES (DCCs)	29,659	9	0	0	29,668	0	0	-1,414	28,254	0	28,254
TOTAL RESERVES & DCCs	169,629	549	0	-27	170,152	30,832	0	-77,606	123,378	-23,057	97,569
TRUST FUNDS											
Seniors' Accounts	416	20	0	-5	431	0	0	0	431	0	431
Cemetery Care Fund	6,691	0	0	0	6,691	0	0	0	6,691	0	6,691
Other	632	3	0	-115	520	0	0	0	520	0	520
	7,739	23	0	-119	7,642	0	0	0	7,642	0	7,642
TOTAL RESERVES, DCCs & TRUST FUNDS	177,367	572	0	-146	177,794	30,832	0	-77,606	131,021	-23,057	105,211

DISTRICT OF WEST VANCOUVER
As at March 31, 2022

RESERVE SCHEDULE (\$ 000's)

	RESERVE SCHEDULE (\$ 000's)										
	Opening Balances	Current Transactions			Current Balances	2022 Forecast Transactions			Forecast Balances	Ending Balances	
	2022/01/01	Revenues & Transfers	Interest	Expenditures & Transfers	2022/03/31	Revenues & Transfers	Interest	Expenditures & Transfers	2022/12/31	Committed	Uncommitted
OPERATING RESERVES											
Weather Related Incidents Reserve	1,000	0	n/a	0	1,000	0	n/a	0	1,000	0	1,000
COVID-19 Safe Restart Reserve	3,112	0	n/a	0	3,112	0	n/a	0	3,112	-2,315	797
District COVID-19 Contingency Reserve	1,477	0	n/a	0	1,477	0	n/a	0	1,477	-438	1,039
Environmental Reserve	0	0	0	0	0	1,200	n/a	0	1,200	0	1,200
Election Provision	260	0	n/a	0	260	52	n/a	-260	52	0	52
Fringe Benefit Allocation	500	0	n/a	0	500	0	n/a	0	500	0	500
Caulfield LUC	47	0	n/a	0	47	0	n/a	0	47	0	47
Youth Activity	586	0	0	0	586	0	0	0	586	0	586
<i>Threshold Value ⁷ 542</i>											
West Vancouver Shoreline Preservation Society											
Innovation Fund	10	0	n/a	0	10	0	n/a	0	10	0	10
Engagement (Innovation) Fund Commitment	1,819	482	n/a	0	2,301	0	n/a	0	2,301	0	2,301
SAC - Estate of Olive Mathias	0	0	n/a	0	0	0	0	-875	-875	0	-875
SAC - Donations/Bequests	203	0	0	0	203	0	0	0	203	0	203
SAC - Donations/Bequests	239	0	0	0	239	0	0	-97	142	0	142
SAC - Feed the Need Campaign	100	0	0	-27	73	0	0	-73	0	0	0
Wage Contingency Reserve	521	0	n/a	0	521	0	n/a	0	521	0	521
Legal Reserve	750	0	n/a	0	750	0	n/a	0	750	0	750
Corporate Training Initiatives	76	0	n/a	0	76	0	n/a	0	76	0	76
TOTAL OPERATING RESERVES	10,701	482	0	-27	11,156	1,252	0	-1,305	11,103	-2,753	8,350
OTHER RESERVES											
Artificial Turf Replacement	1,253	40	0	0	1,293	79	0	0	1,372	0	1,372
Parkland Acquisition	10	0	0	0	10	0	0	0	10	0	10
Parkland Cash In Lieu	7	0	0	0	7	0	0	0	7	0	7
Debt Retirement (SF Surplus)	0	0	n/a	0	0	0	n/a	0	0	0	0
UBCM Community Works Fund	851	0	0	0	851	191	n/a	-1,042	0	0	0
TOTAL OTHER RESERVES	2,121	40	0	0	2,161	270	0	-1,042	1,389	0	1,389
DEVELOPMENT COST CHARGES (DCCs)											
GENERAL FUND											
Highways											
Neighbourhood Area 3	1,747	0	0	0	1,747	0	0	0	1,747	0	1,747
Neighbourhood Area 4	2,833	0	0	0	2,833	0	0	0	2,833	0	2,833
Community Areas 2 to 5	2,376	0	0	0	2,376	0	0	0	2,376	0	2,376
	6,955	0	0	0	6,956	0	0	0	6,956	0	6,956
Underground Wiring	1,141	0	0	0	1,141	0	0	0	1,141	0	1,141
Underground Wiring - Commitment	0	0	0	0	0	0	0	0	0	0	0
Parks & Open Space											
Major - Principal	6,032	3	0	0	6,036	0	0	0	6,036	0	6,036
Major - Interest	1,373	0	0	0	1,373	0	0	-235	1,138	0	1,138
Ambleside Waterfront - Principal	985	1	0	0	986	0	0	0	986	0	986
Ambleside Waterfront - Interest	203	0	0	0	203	0	0	0	203	0	203
Local - Principal	6,974	3	0	0	6,977	0	0	0	6,977	0	6,977
Local - Interest	1,195	0	0	0	1,195	0	0	-1,179	16	0	16
	16,763	7	0	0	16,770	0	0	-1,414	15,357	0	15,357
OTHER FUNDS											
Water Utility											
Areas 2 & 3	0	0	0	0	0	0	0	0	0	0	0
Areas 4 & 5	1,726	1	0	0	1,726	0	0	0	1,726	0	1,726
	1,726	1	0	0	1,726	0	0	0	1,726	0	1,726
Sewer Utility											
Drainage	3,074	1	0	0	3,075	0	0	0	3,075	0	3,075
TOTAL GENERAL AND OTHER FUNDS' DCCs	29,659	9	0	0	29,668	0	0	-1,414	28,254	0	28,254

DISTRICT OF WEST VANCOUVER
As at March 31, 2022

RESERVE SCHEDULE (\$ 000's)

	RESERVE SCHEDULE (\$ 000's)										
	Opening Balances	Current Transactions			Current	2022 Forecast Transactions			Forecast Balances	Ending Balances	
	2022/01/01	Revenues & Transfers	Interest	Expenditures & Transfers	2022/03/31	Revenues & Transfers	Interest	Expenditures & Transfers	2022/03/31	Committed	Uncommitted
TRUST FUNDS⁸											
Seniors' Accounts											
Building	0	0	0	0	0	0	0	0	0	0	0
Friends of the Centre	14	0	0	0	14	0	0	0	14	0	14
General Projects	45	0	0	0	45	0	0	0	45	0	45
Leisure Living Crafts	52	0	0	0	52	0	0	0	52	0	52
Woodworking	4	0	0	0	5	0	0	0	5	0	5
Green Thumb	4	0	0	0	4	0	0	0	4	0	4
Photo Club	12	0	0	-1	12	0	0	0	12	0	12
Hiking	3	0	0	0	3	0	0	0	3	0	3
Keynote Singers	3	0	0	0	3	0	0	0	3	0	3
Quilting	16	0	0	0	17	0	0	0	17	0	17
Computer Club	1	0	0	0	1	0	0	0	1	0	1
Stained Glass	1	0	0	0	1	0	0	0	1	0	1
Computer Equipment	11	0	0	0	11	0	0	0	11	0	11
Fundraising Events	248	18	0	-3	263	0	0	0	263	0	263
	<u>416</u>	<u>20</u>	<u>0</u>	<u>-5</u>	<u>431</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>431</u>	<u>0</u>	<u>431</u>
Memorial Library Accounts											
Adams	0	0	0	0	0	0	0	0	0	0	0
Welch	0	0	0	0	0	0	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Accounts											
Legacy Project	41	0	0	0	41	0	0	0	41	0	41
Dog Walk	0	0	0	0	0	0	0	0	0	0	0
Amberview Place Housing	447	3	0	0	450	0	0	0	450	0	450
Dickinson Archives Trust	1	0	0	0	1	0	0	0	1	0	1
Cultural Centre	21	0	0	0	21	0	0	0	21	0	21
Brissenden Park	122	0	0	-115	7	0	0	0	7	0	7
	<u>632</u>	<u>3</u>	<u>0</u>	<u>-115</u>	<u>520</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>520</u>	<u>0</u>	<u>520</u>
	<u>1,048</u>	<u>23</u>	<u>0</u>	<u>-119</u>	<u>951</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>951</u>	<u>0</u>	<u>951</u>

Notes:

¹ The Capital Facilities Reserve is to be used for creation and maintenance of Facilities (e.g. roofing, flooring, HVAC systems, windows, plumbing, and building maintenance) to deliver municipal services; planning works for designing or enhancing District owned/occupied buildings; and acquisition of land and improvements for use in delivering services in the District.

² The Capital Infrastructure Reserve is to be used for land improvements (e.g. athletic fields, tennis courts, and playgrounds), marine structures (e.g. piers, sea walks, floats, and foreshore works) and civic works (e.g. roads, bridges, trails, lighting, and cycling infrastructure) to deliver municipal services in the District.

³ The Capital Equipment Reserves is to be used for heavy equipment (e.g. fire trucks, dump trucks, tractors, and excavators), fleet vehicles (e.g. police vehicles, shuttle buses, and service vans), general equipment, information technology, and communications equipment.

⁴ Operational Reserve is to be used for items that may not be capital in nature but still require replacement on a periodic basis (e.g. fire hoses).

⁵ The threshold value for the Endowment Fund has been fixed by Council at \$18M.

⁶ The restricted portion of the Community Amenity Contribution (CAC) Fund is related to McGavin Field, Evelyn Drive and Horseshoe Bay (Sewell's Development).

⁷ The threshold value for the Youth Activity Reserve is updated each year by Consumer Price Index (CPI).

⁸ Interest is credited to all trust funds at year end.

Cumulative Unrestricted Community Amenity Contribution Funds
As at April 30, 2022

	<i>Neighbourhood-Serving</i>	<i>Community-Serving</i>	<i>Total Unrestricted Community Amenity Contributions (CAC)</i>
Contribution and Interest			
Rodgers Creek (Areas 5 and 6)	\$5,254,300	\$5,254,300	\$10,508,600
445 13th Street	\$25,000	\$25,000	\$50,000
Hollyburn Mews	\$58,000	\$58,000	\$116,000
Shell Gas Station Marine Drive	\$17,500	\$17,500	\$35,000
2436 Haywood Avenue	\$73,125	\$73,125	\$146,250
2074 Fulton Avenue	\$22,500	\$22,500	\$45,000
Maison Senior Living	\$890,000	\$890,000	\$1,780,000
1495 Clyde Avenue	\$87,000	\$87,000	\$174,000
Sewell's Horseshoe Bay	\$250,000	\$250,000	\$500,000
6475 Pitt Street Phased Development	\$49,125	\$49,125	\$98,250
Grosvenor 1300 Marine Drive	\$5,668,000	\$5,668,000	\$11,336,000
6457 Bruce Street	\$18,750	\$18,750	\$37,500
Lexa Development	\$5,000	\$5,000	\$10,000
Darwin Properties	\$1,261,314	\$1,261,314	\$2,522,628
Torben V Kristiansen	\$18,750	\$18,750	\$37,500
707 & 723 Main Street (Previously known as 752 Marine Drive)	\$10,384,730	\$10,384,730	\$20,769,460
727 Keith Road	\$109,500	\$109,500	\$219,000
6779 Dufferin Avenue	\$92,441	\$92,441	\$184,883
7 Glenmore Drive	\$18,563	\$18,563	\$37,125
660 Clyde Avenue & 657, 675 Marine Drive	\$175,230	\$175,230	\$350,460
Transfer to Public Arts Reserve & Restricted CAC	(\$340,636)	(\$340,636)	(\$681,272)
Interest	\$1,740,561	\$1,738,607	\$3,479,168
Total Source	\$25,878,753	\$25,876,799	\$51,755,552
Actual Expenditures			
Ambleside Gateway Project	(\$1,000,000)		(\$1,000,000)
Recreation Centre Completion		(\$800,000)	(\$800,000)
1528 Argyle Property Acquisition	(\$500,000)		(\$500,000)
Gordon Avenue Improvements	(\$67,567)		(\$67,567)
21st Streetscape Design	(\$42,567)		(\$42,567)
Gordon Avenue Streetscape	(\$365,987)		(\$365,987)
1756/1758 Argyle Property Upgrades	(\$250,723)		(\$250,723)
Ferry Building Improvements		(\$712)	(\$712)
Music Box - Improvements		(\$2,042)	(\$2,042)
Silk Purse - Improvements		(\$35,323)	(\$35,323)
Lawson Park Studio Building Upgrade		(\$14,377)	(\$14,377)
1454 Argyle Project	(\$2,556)		(\$2,556)
Library West Wing Exterior		(\$94,423)	(\$94,423)
Senior Centre Electrical Receptacle Installation		(\$10,750)	(\$10,750)
Aquatic Centre Change Room Expansion and Upgrades		(\$20,603)	(\$20,603)
Purchase of Argyle Avenue Property	(\$4,913,800)		(\$4,913,800)
Storm Diversion	(\$935)		(\$935)
Western Civic Site Parking		(\$188,697)	(\$188,697)
Community Center - convert office space to program space		(\$217,034)	(\$217,034)
Revitalization & Upgrade Ambleside Skate Park	(\$162,682)		(\$162,682)
Western Portion Spirit Trail		(\$134,875)	(\$134,875)
Library West Wing Renovation Project		(\$736,034)	(\$736,034)
Hollyburn Lodge Rebuild Plan		(\$200,000)	(\$200,000)
Library Interior Signage		(\$68,843)	(\$68,843)
Aquatic Centre Change Room Expansion		(\$87,951)	(\$87,951)
14th and Marine Drive - Traffic Lights Upgrade	(\$34,536)		(\$34,536)
Kay Meek Lighting Project		(\$49,195)	(\$49,195)
Aquatic Centre Change Room Expansion		(\$989,549)	(\$989,549)
Aquatic Centre Improvement		(\$214,682)	(\$214,682)
Library Exterior Accessibility Ramp		(\$151,006)	(\$151,006)
Ice Arena Improvement		(\$1,172,411)	(\$1,172,411)
Ambleside Waterfront Implementation	(\$195,000)		(\$195,000)
Public Art Police Services Building		(\$25,430)	(\$25,430)
Library Technology Learning Lab Upgrade		(\$162,135)	(\$162,135)
Beach House Renovation		(\$714,286)	(\$714,286)
Aquatic Centre Lighting Improvement		(\$68,632)	(\$68,632)
Pool Interconnection Energy Upgrade		(\$25,920)	(\$25,920)
Kay Meek Accessible Elevator		(\$250,000)	(\$250,000)
Access Stairs & Railings from Marine Drive to Rutledge Field	(\$16,069)		(\$16,069)
Garrow Bay East Trail and Stair Replacement	(\$26,013)		(\$26,013)
Wardance Bridge (Welch Street Bridge)		(\$965)	(\$965)
Horseshoe Bay - Streetscape Improvements	(\$812,018)		(\$812,018)
Civic Site Safety Fencing		(\$85,000)	(\$85,000)
Lighthouse Park Accessibility Improvements to Juniper Loop	(\$6,663)		(\$6,663)
Navy Jack Nature House		(\$108,739)	(\$108,739)
Interim Youth Services Hub		(\$161,475)	(\$161,475)
Ferry Building Restoration		(\$1,235,224)	(\$1,235,224)
Kay Meek Arts Centre		(\$278,500)	(\$278,500)
Total Expenditures	(\$8,397,116)	(\$8,304,811)	(\$16,701,926)
Actual General Ledger Balance	\$17,481,638	\$17,571,988	\$35,053,626

**Cumulative Unrestricted Community Amenity Contribution Funds
As at April 30, 2022**

	<i>Neighbourhood-Serving</i>	<i>Community-Serving</i>	<i>Total Unrestricted Community Amenity Contributions (CAC)</i>
Committed but Unspent			
Public Art Police Services Building		(\$11,570)	(\$11,570)
Wardance Bridge (Welch Street Bridge)		(\$499,035)	(\$499,035)
Horseshoe Bay - Streetscape Improvements	(\$2,975,078)		(\$2,975,078)
Horseshoe Bay Park Revitalization	(\$4,196,700)		(\$4,196,700)
Ambleside Park Child Care Space	(\$50,000)		(\$50,000)
"Place for Sport" Contribution		(\$2,000,000)	(\$2,000,000)
Navy Jack Nature House		(\$41,261)	(\$41,261)
Navy Jack Nature House - matching contribution		(\$1,000,000)	(\$1,000,000)
Interim Youth Services Hub		(\$38,525)	(\$38,525)
Ferry Building Restoration		(\$114,776)	(\$114,776)
Other Projects Approved in Camera	(\$10,000,000)	(\$11,728,000)	(\$21,728,000)
Total Committed	(\$17,221,778)	(\$15,433,167)	(\$32,654,945)
Available Funds	\$259,860	\$2,138,821	\$2,398,681

Endowment Fund
As at December 31, 2021

		2021 Balance
Opening Balance		\$28,966,304
Contributions	Wetmore Lease	\$116,000
	Physiotherapy Rent	\$49,200
	320 Taylor Way Lease	\$293,262
	Annual Interest Allocation	\$290,202
Uses	PSMH Loan Payment - Principal	(\$565,660)
	PSMH Loan Payment - Interest	(\$758,017)
	Capital projects funding	(\$7,460,250)
Ending Balance		\$20,931,040

Endowment Fund
As at March 31, 2022

		2022 Balance
Opening Balance		20,931,040
Contributions	Wetmore Lease	-
	Physiotherapy Rent	11,531
	320 Taylor Way Lease	-
	Annual Interest Allocation	-
Uses	Police Services & Municipal Hall (PSMH) Loan Payment - Principal	-
	PSMH Loan Payment - Interest	-
	Capital projects funding	-
Ending Balance		20,942,571

DISTRICT OF WEST VANCOUVER
PROCUREMENT STATISTICS
FOR THE PERIOD ENDING MARCH 31, 2022

Purchasing:

	2018	2019	2020	2021	First Quarter 2022
Quotations	266	339	326	375	116
Tenders	31	19	22	28	12
Request for Proposals/ Expression of Interest (EOI)	103	93	75	84	41
Total number (#) of files	400	451	423	487	169

Purchase Orders count

	2018	2019	2020	2021	First Quarter 2022
	1843	1733	1540	1607	406

Purchasing & Risk Management FTE count

	2018	2019	2020	2021	First Quarter 2022
Purchasing Department Budget (BU 220)	\$723,092	\$762,080	\$783,724	\$877,938	\$903,712
Procurement Activity Savings (\$)	\$743,243	\$770,768	\$1,439,888	\$2,213,416	\$154,099
Property damage recovery (\$)	\$13,042	\$23,354	\$35,965	\$12,129	\$13,191
Surplus Sale & Metal Recycling (\$)	\$30,343	\$36,137	\$18,346	\$13,118	\$4,672
Emergency Management BC - Disaster Financial Assistance Recovery (\$)	n/a	n/a	n/a	\$97,027	\$0

Purchasing Card (P-Cards):

	2018	2019	2020	2021	First Quarter 2022
New P-Cards issued	48	32	12	26	8
Total # of P-Cards	226	234	103	133	131
Total # of transactions	9,834	9,024	4,333	4,446	1,288
Total \$ Spent	\$1,665,016	\$1,747,941	\$975,383	\$1,167,243	\$322,360

Stores - Operations Centre

	2018	2019	2020	2021	First Quarter 2022
Fleet size count	137	139	144	148	148
Auto part orders count	1465	1223	1224	1417	313
Inventory Issues count (all)	574,636	534,005	541,308	548,261	124,966
Inventory Issues count (fuel)	542,473	501,597	511,238	517,485	119,899
Inventory Issues count (all, less fuel)	32,163	32,408	30,070	30,776	5,067
Inventory Issues value (all)	\$1,838,331	\$1,755,894	\$1,769,040	\$2,003,944	\$436,097
Inventory Issues value (fuel)	\$726,280	\$633,755	\$588,998	\$715,373	\$189,986
Inventory Issues value (all, less fuel)	\$1,112,051	\$1,222,139	\$1,180,042	\$1,288,571	\$246,111

Risk Management (RM)

	2018	2019	2020	2021	First Quarter 2022
Fleet accident claims (#)	57	68	57	50	13
Property damage recovery (#)	6	10	6	7	3
Claim Files (#) Municipal Insurance Association (MIA)	51	35	43	32	16
Claim Files (#) Other	26	44	28	20	4
Total (#) RM Files	140	157	134	109	36

DISTRICT OF WEST VANCOUVER
CONTRACTS AWARDED OVER \$75K
FOR THE PERIOD ENDING MARCH 31, 2022

FILE/ DESCRIPTION	VALUE/ SUPPLIER	AVERAGE BID/ # OF BIDS	PROCESS/ DEPARTMENT	REVISED VALUE FINAL YES/NO	COMMENTS
RFP20 022 Horseshoe Bay Park Working Drawings	\$799,355 PWL Partnership Landscape Architects	\$663,427 Three	Public RFP Parks	TBC No	
RFP20 194 WVSS Artificial Turf Field and Sport Track	\$117,500 Core Group Civil Consultants Ltd.	\$182,007 Three	Public RFP Parks	TBC No	
RFP20 128 Strategic Transportation Plan	\$99,940 Watt Consulting Group	\$109,300 Five	Public RFP Engineering	TBC No	
RFP20 208A Ferry Building Gallery Architect	\$142,000 DA Architects + Planners	\$142,000 One	Direct Award Facilities	\$164,563 Yes	Direct award approved by Purchasing Manager
RFP21 010A Ferry Building Restoration Construction Management	\$387,292 Scott Special Projects	\$565,770 Nine	Public RFP Facilities	TBC No	
RFP21 012 EV Fleet Infrastructure	\$86,285 Mott Electric	\$98,418 Eight	Public RFP Facilities	TBC No	
T21 020 Cotton B Lift Station Replacement	\$799,702 Merletti Construction	\$816,591 Two	Public Tender Engineering	TBC No	
T21 030 Park Verdun	\$339,954 Summit Earthworks	\$552,653 Ten	Public Tender Parks	TBC No	
RFP21 032E Capilano Pacific Trail Sewer Design	\$107,160 ISL Engineering	\$107,160 One	Direct Award Engineering	TBC No	Emergency repair Direct award approved by Purchasing Manager
RFP21 053 Library Cooling System	\$428,933 Professional Mechanical	\$492,655 Five	Public RFP Facilities	TBC No	
RFP21 089 Brothers Creek & Lawson Creek Culvert Rehabilitation	\$693,350 PW Trenchless Construction	\$1,260,610 Two	Public RFP Engineering	TBC No	
T21 113A Horseshoe Bay Park Redevelopment	\$5,948,917 Holland Landscapers	\$6,678,624 Five	Select Bidding Parks	TBC No	Select Tender following public pre-qualification
T21 124A Marine Drive & 13th Traffic Signal Modification	\$257,000 Fraser City Installations	\$261,000 Two	Public Tender Engineering	TBC No	
RFP21 181 Website Redesign	\$190,020 UpanUp Studios	\$319,320 Ten	Public RFP IT	TBC No	
T21 220 22nd Street Sewer Upgrade	\$549,710 Complete Utility Contractors	\$692,950 Nine	Public Tender Engineering	TBC No	
RFP21 230 Sanitary System Asset Management Plan	\$89,242 WSP Canada Group	\$89,242 One	Public RFP Engineering	TBC No	
RFP21 250A Westmount Bike Lane Design	\$87,000 InterCad Services	\$87,000 One	Direct Award Engineering	TBC No	Direct award approved by Purchasing Manager
T21 252 Electric Cargo Van (P016)	\$75,325 Metro Motors	\$75,325 One	Public Tender Parks	\$75,325 Yes	
RFP21 292 2022 Utility and Road Projects Engineering Design Services	\$375,755 ISL Engineering	\$445,731 Five	Public RFP Engineering	TBC No	
EOI21 322 FireSmart Coordinator	\$102,960 BA Blackwell	\$102,960 One	Public EOI Fire	TBC No	
T21 326 Five Electric Pickup Trucks	\$393,690 Metro Motors	\$393,690 One	Public Tender Engineering	TBC No	
RFP21 353 Questica Budgeting Software	\$193,550 Questica	\$193,550 One	Direct Award IT & Finance	TBC No	Piggyback on CNV Agreement
T21 383 Keith Road Sanitary Sewer	\$1,114,420 Complete Utility Contractors	\$1,157,380 Four	Public Tender Engineering	TBC No	
T22 008 21 Passenger Bus (R050)	\$136,318 Dynamic Specialty Vehicles	\$136,318 One	Public Tender Engineering	\$136,318 Yes	
T22 009A Cab & Chassis for Tandem Dump Trucks (M008 & M028)	\$354,560 First Truck Centre Vancouver	\$354,560 One	Public Tender Engineering	TBC No	
T22 009B Dump Bodies for Tandem Dump Trucks (M008 & M028)	\$292,930 Viking Cives	\$312,272 Two	Public Tender Engineering	TBC No	
RFP22 010 Backhoe (M053)	\$200,145 Inland Kenworth	\$198,799 Three	Public Tender Engineering	\$200,145 Yes	
T22 012A Cab & Chassis for Crane Truck (P019)	\$109,293 Metro Motors	\$117,576 Two	Public Tender Parks	TBC No	
T22 012B Truck Mounted Crane & Dump Box (P019)	\$173,800 ML Truck Equipment	\$177,314 Three	Public Tender Parks	TBC No	
RFP22 033 Wildfire Fuel Management	\$195,000 Alpine Axe Forestry	\$195,000 One	Public RFP Fire	TBC No	
Q22 038A Municipal Election Services	\$120,000 Mark Brown	\$120,000 One	Direct Award Legislative Services	TBC No	Direct award approved by CAO in 2019
Q22 039B Seawalk Storm Damage Repair	\$143,049 Shangri-La Landscaping	\$143,049 One	Direct Award Parks	TBC No	Emergency Repair Direct award approved by Purchasing Manager

DISTRICT OF WEST VANCOUVER
 PROCUREMENT DOCUMENTED SAVINGS
 FOR THE PERIOD ENDING MARCH 31, 2022

Documented Savings	Value	Total Value
Year to Date		\$154,099
Ongoing/annual savings from prior years		\$80,000
RFP18 08 - Cellular Mobility Services - annual savings versus prior contract to 2023	\$30,000	
RFP21 123 - Copiers - annual savings versus prior contract to 2026	\$50,000	
Successful versus Average		\$74,099
T21 383 - Keith Road Sanitary Sewer	\$42,960	
T22 009B - Dump Bodies for Tander Dump Trucks (M008 & M028)	\$19,342	
T22 012A - Cab & Chassis for Crane Truck (P019)	\$8,283	
T22 012B - Truck Mounted Crane & Dump Box (P019)	\$3,514	

Savings calculated by deducting the successful/awarded bid price from the average bid price.
 In the absence of competitive bidding, invited bids would trend toward the average (if not higher).