



Staff Report

DATE: February 7, 2020

FILE: H-AB

TO: Chair and Directors
Regional Hospital District Board

Supported by Russell Dyson
Chief Administrative Officer

FROM: Russell Dyson
Chief Administrative Officer

R. Dyson

RE: 2020 Recommended annual budget and capital projects

Purpose

To provide the board with information regarding the 2020 recommended annual budget for the Comox Strathcona Regional Hospital District (CSRHD) and to recommend adoption of the 2020 annual budget.

Recommendation from the Chief Administrative Officer

THAT the 2020 recommended annual budget for the Comox Strathcona Regional Hospital District be adopted.

Executive Summary

The *Hospital District Act* requires that the board adopt an annual budget by March 31st of each year.

The 2020 provisional budget was adopted by the board on November 7, 2019. The changes within the recommended budget reflect the actual Vancouver Island Health Authority (Island Health) funding requests, estimated prior year surplus and projects carried forward. The requisition in the attached budget (Appendix B) is unchanged from 2019 at \$17,000,000.

The 2020 Comox Strathcona Regional Hospital District annual budget highlights include:

- The 2020 requisition of \$17,000,000 is unchanged from prior years translating to a 2020 proposed residential rate per \$1,000 taxable value of \$0.5414.
- Annual Island Health funding allocation of \$1,850,000 which includes \$623,404 for identified minor equipment and projects (\$5,000 to < \$1,500,000) as requested by Island Health (Appendix A). The unallocated amount of \$1,226,596 has been added to the 2020 budgeted contribution to the funds for future expenditure reserve should any further funding requests be received in 2020.
- Island Health advised that the final payment of \$2.98 million for the North Island Hospitals Project (NIHP) project will not be required; therefor the funds will stay unallocated in the future expenditure reserve.
- Funding for major capital projects greater than \$1.5 million:
 - \$165,363 is carried forward to 2020 for the balance of the Unit Dose Medication Distribution (UDMD) project.
- Annual unconditional grants of \$5,000 for each named health facility other than hospitals, as per the financial planning policy. This includes the Cortes, Gold River, Kyuquot, Sayward,

Tahsis, and Zeballos health centres. The annual reports from the health centers will be forward to the board when received.

- Municipal Finance Authority debt servicing costs, including the NIHP, amount to \$10.7 million per year.
- A contribution to the future expenditures reserve of \$6.4 million is budgeted for 2020.
- An allowance of \$20,000 in professional fees for board orientation/strategic planning.
- Administration expenses are included at 2012 levels as per the February 24, 2012 staff report presented to the board.

The annual budget bylaw for the Comox Strathcona Regional Hospital District will be presented to the board at its February 13, 2020 meeting for all four readings and final adoption.

Prepared by:

K. Broughton

Kelly Broughton
Sr. Financial Accounting
Technician

Concurrence:

K. Douville

Kevin Douville, B. COMM
Manager of Financial
Planning

Concurrence:

B. Dunlop

Beth Dunlop, CPPB, CPA, CGA
Corporate Financial Officer

Stakeholder Distribution (Upon Agenda Publication)

Vancouver Island Health Authority	✓
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Background/Current Situation

Per the financial planning policy, the consolidated recommended budget and the budget details are presented in Appendix B and C.

Capital projects/equipment \$5,000 to \$1,500,000

The CSRHD financial planning policy provides for an annual fixed allocation of \$1,850,000 towards Island Health’s annual equipment/project needs under \$1.5 million. The allocation represents a 40 per cent share of capital equipment/project costs with Island Health providing the balance of 60 per cent, with the exception of the Cumberland Regional Laundry facility for which the 40 per cent is evenly shared with the Nanaimo Regional Hospital District.

Island Health’s 2020 funding requests (Appendix A) include \$623,404 for Category 2 equipment and projects >\$5,000 and < \$1.5 million and will be funded entirely through current year taxation. The unallocated amount of \$1,226,596 has been added to the 2020 budgeted contribution to the funds for future expenditure reserve and will be available to fund further requests which would be brought to the board for approval.

Table 1 summarizes Island Health’s 2020 request for funding.

Table 1 - 2020 Island Health funding request

	Total Cost	VIHA/Other	CSRHD
Minor Capital Projects	\$471,500	\$282,900	\$78,548
Equipment & projects >\$5,000 and < \$100,000	1,157,402	694,441	462,961
Equipment & projects >\$100,000 and <\$1.5 million	204,738	122,843	81,895
Total			\$ 623,404

Unconditional Grants

The CSRHD financial planning policy provides for an unconditional grant of \$5,000 for each of the six named health facilities other than hospitals. This includes the Cortes, Gold River, Kyuquot, Sayward, Tahsis, and Zeballos health centers, for a total of \$30,000.

These facilities are required to submit reports on their 2019 grant usage to confirm that the grants were used primarily on upgrading facilities or purchasing needed equipment for patient care, and to advise on the planned use of the grant funds in 2020. The reports will be forwarded to the Board once received.

Capital projects/equipment greater than \$1,500,000

There are not any capital projects/equipment with a cost greater than \$1,500,000 identified/planned for the 2020 fiscal year.

Financial Factors

Taxation

For 2020, the estimated residential tax rate of \$0.5414 per \$1,000 taxable value at the completed assessment roll will raise \$17 million, the same amount as the 2019 requisition. Although the estimated residential tax rate has decreased from 2019 to 2020, the 2020 tax levy will reflect an increase of \$5.00 due to the year-over-year increase in assessed values (refer to Table 2). The requisition comparative providing the apportionment breakdown by participant is contained in Appendix D.

Table 2 – Residential Levy Year-over-Year Comparison

Year	Requisition	Residential tax rate	Residential assessed value**	Residential levy
2019 Actual	\$17,000,000	0.5769	\$465,000	\$268
2020 Recommended budget	\$17,000,000	0.5414	\$500,000	\$271

**This represents a residential tax levy of \$271 for a home assessed at \$500,000 which, given an average year-over-year increase in total assessments, would have been assessed at \$465,000 in 2019.

Debt payments**Table 3 –Debt Servicing Costs**

Issue #	Balance at December 31, 2019	Debt Servicing (Principal and Interest)
#99 (matures 2026)	\$214,415	\$24,800
#146 (NIHP) (matures 2028)	\$82,057,056	\$10.7 million

Fund for future expenditure reserves

The estimated balance of the funds for future expenditure reserve at December 31, 2019 is \$18.7 million of which \$1,523,568 has been committed for equipment/projects approved in prior years. There is a budgeted contribution of \$6.4 million to this reserve in the 2020 recommended budget, of which \$1,226,596 represents the unallocated portion of the 2020 Island Health allocation.

The Board will be engaging in a strategic planning session in 2020 that will explore the current mandate and potential future opportunities. An outcome of this session could be to provide some purpose and direction for the future expenditure reserve fund.

Legal Factors

Per section 23 of the *Hospital District Act*, regional hospital districts must adopt an annual budget by March 31st of each year.

Intergovernmental Factors

The Comox Valley Regional District executive management staff meet with Island Health regarding their capital project planning. Management and administration support is provided by the Comox Valley Regional District administration team.

Citizen/Public Relations

If the requisition is maintained at the same \$17 million level as 2019, there will be a slight change for CSRHD taxpayers in 2020. Based on the 2020 completed assessment roll, the residential tax rate is lower than the prior year, with the residential levy being \$271 for a home assessed at \$500,000. (Appendix D).

Attachments: Appendix A – “Island Health 2020 funding requests”
Appendix B – “2020 Consolidated recommended budget”
Appendix C – “2020 Recommended Budget detail”
Appendix D – “Requisition by Participant”

Excellent care, for everyone,
everywhere, every time.



January 31, 2020

Mr. Russell Dyson
Chief Administrative Officer
Comox Strathcona Regional Hospital District (CSRHD)
600 Comox Road
Courtenay BC V9N 3P6

Dear Mr. Dyson:

Re: 2020/21 Capital Projects and Equipment

I am writing to advise you of the Island Health 2020/21 capital plan for which CSRHD cost-sharing is requested.

I understand the CSRHD has approved a provisional 2020 budget of \$1,850,000 for minor capital projects and equipment. Island Health proposes the following allocation which we have itemized in the attached project and equipment lists:

Minor Capital Projects	\$78,548
Equipment	\$544,856
Unallocated Funding	\$1,226,596
Total	\$1,850,000

The minor capital project list includes four projects in the Innovation, Analytics and Information portfolio. These projects relate to information management and information technology projects with significant benefits for patients and clients. As the projects benefit all residents, the allocation of cost amongst Regional Hospital Districts is based on population.

Major projects Island Health is considering in Comox-Strathcona area over the next ten years, and which Island Health would be interested in cost-sharing with CSRHD, include:

- Consolidation of various leased sites in the Comox Valley to develop patient centered integrated primary and community care;
- Net new long-term care beds; and
- A partnership with the Providence Residential & Community Care Society for the development of a “Dementia Village” at the St. Josephs Campus.

A final decision and timeline for these projects will be considered based on further prioritization and affordability. This may include a request for CSRHD cost-sharing given the significant benefits for patients and clients.

For your information, Island Health is also working with third parties regarding the following projects:

Capital Planning

Located at: 1952 Bay Street | Victoria, BC V8R 1J8 Canada
Mailing address: 1952 Bay Street | Victoria, BC V8R 1J8 Canada

Tel: 250-370-8912 | Fax: 250-370-8750
viha.ca

- Q'w'alyu House – the Children's Health Foundation of Vancouver Island is developing a home away from home to largely support expectant mothers and families from the west coast and northern regions of Vancouver Island and surrounding islands. This facility will provide a place to stay while they or their children receive care.
- Adult Lodge – adjacent to Q'w'alyu House, a lodge is being considered for adult patients who also face long-distance travel, and are discharged in the late evening or require surgery early in the morning.
- Supportive Housing – Island Health is in discussions with BC Housing to provide land for development of supportive housing. Two projects are being considered
 - Cumberland, land adjacent to Cumberland Health Centre; and
 - Campbell River, land adjacent to Yucalta Lodge.

I would like to thank the CSRHD for its significant contribution to Island Health's capital project and equipment needs, and we look forward to our continued partnership in meeting your healthcare infrastructure needs.

Please call me at (250) 370-8912 if you have any questions.

Yours truly,



Chris Sullivan
Director, Capital Planning and Leasing

Attachments

cc: Michelle Crosby, Director, Campbell River, Island Health
Lesley Howie, Director, Comox Valley, Island Health

**Island Health 2020/21 Minor Capital Project List
Comox-Strathcona Regional Hospital District**

Reference #	Site	Portfolio	Project Name	Total Project Cost	Cash Flow					
					Prior Years	2020/21			2021/22	2022/23
						Annual	Island Health	CSRHD		

New Project Approvals:

2019-1638	Comox Valley Hospital	Protection Services Security	Duress System for Psychiatry at CVH	\$99,000		\$99,000	\$59,400	\$39,600		
2021-3299	Campbell River Hospital	Clinical Service Delivery / Priority Pop	Front Lab Door - Auto Door Opener and Hand Wave	\$52,000		\$52,000	\$31,200	\$20,800		
2019-1876	Multiple Sites	Innovation, Analytics & Information	Cloverleaf and Secure Courier - Version Upgrade Project	\$97,000		\$97,000	\$58,200	\$5,492		
2020-3052	Multiple Sites	Innovation, Analytics & Information	Cloverleaf and Secure Courier - Version Upgrade Professional	\$85,000		\$85,000	\$51,000	\$4,813		
2019-1878	Multiple Sites	Innovation, Analytics & Information	SharePoint 2013 Migration and Decommission	\$89,500		\$89,500	\$53,700	\$5,068		
2020-3108	Multiple Sites	Innovation, Analytics & Information	Cerner 2018 code upgrade	\$49,000		\$49,000	\$29,400	\$2,775		
Total				\$471,500	\$0	\$471,500	\$282,900	\$78,548	\$0	\$0

Notes:
 Definition of minor project: cost is between \$5,000 and \$1,500,000.
 Innovation, Analytics & Information - Further information on these projects is provided on the following page.

Innovation, Analytics and Information Projects

Project	Budget	Narrative
Cloverleaf and Secure Courier - Version Upgrade Project	\$ 97,000	The Cloverleaf Integration Engine and Secure Courier is a key component of the Electronic Health Record it provides interoperability for sharing information between public and private health care systems (e.g. Ministry of Health, other health authorities, private physician practices and other third parties such as Lifelabs). Hardware failure is a high risk due to its age; some components have already started to fail and must be replaced. A version upgrade with new hardware and software is required to maintain vendor support. Public Sector Accounting Standard requires these costs to be capitalized.
Cloverleaf and Secure Courier - Version Upgrade Professional Services	\$ 85,000	The Cloverleaf Integration Engine and Secure Courier is a key component of the Electronic Health Record it provides interoperability for sharing information between public and private health care systems (e.g. Ministry of Health, other health authorities, private physician practices and other third parties such as Lifelabs). Hardware failure is a high risk due to its age; some components have already started to fail and must be replaced. Third party professional services are required for the version upgrade. Public Sector Accounting Standard requires these costs to be capitalized.
SharePoint 2013 Migration and Decommission	\$ 89,500	The SharePoint infrastructure includes many sites that contain clinical reference information considered critical for patient care. SharePoint 2013 is no longer supported by the vendor and needs to be updated to 2016 SharePoint. This includes new hardware and project support as there are 3900 sites that need to be migrated, each with different stakeholders and users. Public Sector Accounting Standard requires these costs to be capitalized.
Cerner 2018 code upgrade	\$ 49,000	The Cerner platform is currently on the 2015.01.26 code level which will become end of support in 2020. The Cerner 2018 code upgrade would take us to the most current code level and provide corrections and enhancements that we are no longer able to get on our current version. The upgrade will provide better support for upcoming IHealth project initiatives related to patient care. Public Sector Accounting Standard requires these costs to be capitalized.
	\$ 320,500	

ISLAND HEALTH

2020/21 RECOMMENDED APPROVED CAPITAL EQUIPMENT - COMOX STRATHCONA REGIONAL HOSPITAL DISTRICT

Capital #	Control #	Department	Site	Equipment Name	Qty	Budget	New / Replace
Equipment >\$100,000							
	2020-2828	Lab	NIH Campbell River & District	Chemistry Analyzer	2	204,738	Replacement
Total Equipment > \$100,000						204,738	
Equipment < \$100,000							
	2019-1855	Operating Room	NIH Campbell River & District	Micro power small bone system	1	71,118	Replacement
	2020-3049	3D Medicine/Surgery	NIH Campbell River & District	Vein Viewer	1	22,310	New
	2019-1854	Operating Room	NIH Campbell River & District	Latarjet instrument set (Glenoid Bone loss set)	1	12,565	New
	2019-1852	Operating Room	NIH Campbell River & District	VeinViewer Vision 2 Vascular Imaging System	1	22,705	New
	2020-3162	Lab Hematology	NIH Campbell River & District	Automated ESR	1	7,608	New
	4135	Ultrasound	NIH Campbell River & District	Ultrasound System Logiq e10	1	99,222	Replacement
19-0291	2021-3309	3D Medicine/Surgery	NIH Campbell River & District	Veinfinder	1	42,380	New
19-0294	2021-3310	3D Medicine/Surgery	NIH Campbell River & District	Bladder Scanner	1	36,846	New
19-0305	2019-1852	3D Medicine/Surgery	NIH Campbell River & District	Vein Viewer Vision 2	1	21,190	New
20-0001	2020-2336	Respiratory Therapy Services	NIH Campbell River & District	Transcutaneous Monitoring System	1	22,000	New
20-0002	2020-2337	Intensive Care	NIH Campbell River & District	SPARQ Portable Ultrasound	1	56,900	New
20-0006	2020-2411	Operating Room	NIH Campbell River & District	Omni Hysteroscope	1	18,313	New
20-0007	2020-2412	Operating Room	NIH Campbell River & District	Vascular Imaging System	1	21,000	New
20-0008	2020-2413	Pharmacy	NIH Campbell River & District	Automated Medication System	1	57,000	New
20-0009	2020-2414	Maternity Clinic	NIH Campbell River & District	Patient Information Centre	1	43,000	New
20-0010	2020-2415	Health and Wellness Unit	NIH Campbell River & District	Portable Ultrasound	1	38,500	New
20-0013	2020-2946	Respiratory Therapy Services	NIH Campbell River & District	Cough Assist	1	5,810	New
20-0025	2019-1855	Operating Room	NIH Campbell River & District	Micro Power System	1	35,116	New
20-0030	2021-3300	Respiratory Therapy Services	NIH Campbell River & District	Vyntus Body Box	1	66,669	New
20-0032		Intensive Care	NIH Campbell River & District	Vein Viewer Vision 2	1	22,853	New
20-0033		Intensive Care	NIH Campbell River & District	Volumetric CO2 Monitoring	1	16,040	New
20-0034		Endoscopy	NIH Campbell River & District	Endoscope Cabinet	1	42,934	New
20CR007	2020-2350	Bone Densitometry	NIH Campbell River & District	Biomed Virtual Server	1	5,079	New
20CR035	2020-2695	Porter Services	NIH Campbell River & District	Alaris Pump & Pole (Brain box)	1	48,000	New
20-0003	2020-2347	Labour Delivery Recovery	NIH Comox Valley	Intell View MX4 Patient Monitor	1	15,739	New
20-0005	2020-2348	Medical Imaging	NIH Comox Valley	Pediatric X-Ray Positioning Chair	1	6,366	New
20-0014	2020-3035	Operating Room	NIH Comox Valley	Lithotripter	1	63,000	New
20-0015	2020-3036	Pediatrics	NIH Comox Valley	Pediatric Monitoring System	1	61,317	New
20-0017	2020-3174	Clinical Educators	NIH Comox Valley	SIMULab ALTP-10	1	7,300	New
20-0018	2020-3175	Pediatrics	NIH Comox Valley	CUB Pediatric Crib Stretcher	1	12,075	New
20-0035	2021-3311	Operating Room	NIH Comox Valley	Energy Console	1	13,757	New
20-0036	2020-2549	Operating Room	NIH Comox Valley	Microlaryngoscopy Set	1	58,066	New
20-0037	2020-2518	Operating Room	NIH Comox Valley	Hysteroscope	1	36,625	New
20CV036	2020-2708	Porter Services	NIH Comox Valley	CVH Alaris Pump & Pole (Brain box)	1	48,000	New
Total Equipment < \$100,000						1,157,402	
Total Equipment Approved for CSRHD						1,362,140	
Total Possible Cost Sharing by CSRHD						544,856	

Budget Departmental Report



Appendix B

From Category : 0 To Category : 0
 Account Code : ??-?-?-??? To : ??-?-?-???

Budget Detail : Recommended Budget
 Year : 2020

Account Code	Account Description	CC1	CC2	CC3	2019 Budget Values	2019 Actual Values	2020 Recommended Budget
GENERAL REVENUE FUND							
General Revenue Fund							
REVENUE							
50-1-0-005	GRANTS IN LIEU OF TAXES				182,000	261,269	182,000
50-1-0-012	PROV GRANTS - DEBT SVC CHGS)				0	0	0
50-1-0-015	REQUISITION - ELECTORAL AREAS				6,009,652	6,009,652	5,977,904
50-1-0-020	REQUISITION - MUNICIPAL				10,990,348	10,990,348	11,022,096
50-1-0-120	INTEREST REVENUE				80,000	362,296	85,000
50-1-0-126	DEBENTURE REFUNDS				0	0	0
50-1-0-128	OTHER REVENUE				0	0	0
50-1-0-145	TSFR FR RESERVE				0	0	0
50-1-0-150	SURPLUS PRIOR YEAR				340,615	340,615	853,061
Total REVENUE					17,602,615	17,964,179	18,120,061
EXPENSES							
50-2-0-200	ADMINISTRATION EXPENSE				151,000	151,000	151,000
50-2-0-220	GOVERNANCE EXPENSES				54,000	26,485	54,000
50-2-0-221	SALARIES & WAGES				0	0	0
50-2-0-225	BENEFITS				100	32	100
50-2-0-238	WCB				0	0	0
50-2-0-246	BANK CHARGES				500	450	500
50-2-0-284	MEETING EXPENSE				0	0	0
50-2-0-320	TRAVEL				18,000	5,221	18,000
50-2-0-335	ADVERTISING				0	0	0
50-2-0-353	PUBLIC RELATIONS				0	0	0
50-2-0-381	LEGAL FEES				10,000	0	10,000
50-2-0-387	PROFESSIONAL FEES				52,898	4,436	42,898
50-2-0-470	CONTR TO RSV SEC 20(2)				0	0	0
50-2-0-475	CONTR TO CAP & LOAN FUND				0	0	0
50-2-0-480	TRANSFER TO CAPITAL				395,332	31,438	653,404
50-2-0-485	FUNDS FOR FUTURE EXPENDITURES				6,155,283	6,155,283	6,424,657
50-2-0-486	FUNDS FOR FUTURE MAJOR PROJECTS				0	0	0
50-2-0-500	BANK/LOAN INTEREST OPERATING				22,000	0	22,000
50-2-0-501	TEMPORARY BORROWING INTEREST				0	0	0
50-2-0-505	LONG TERM DEBT PRINCIPAL				7,858,238	7,858,238	7,858,238
50-2-0-506	LONG TERM DEBT INTEREST				2,885,264	2,878,536	2,885,264
50-2-0-507	INTERIM FINANCING PRINCIPAL				0	0	0
50-2-0-508	INTERIM FINANCING INTEREST				0	0	0
Total EXPENSES					17,602,615	17,111,118	18,120,061
Surplus/(Deficit)					0	853,061	0
Category Total -->					0	853,061	0

CAPITAL & LOAN FUND**Capital Fund****REVENUE**

51-1-0-012	PROV GRANTS - CAPITAL				0	0	0
51-1-0-140	INTERIM FINANCING PROCEEDS				0	0	0
51-1-0-145	TRANSFER FR RESERVE				4,286,811	143,226	1,523,568
51-1-0-148	TRANSFER FR GENERAL				395,332	31,438	653,404
51-1-0-149	DEBT PROCEEDS				0	0	0



Appendix B

From Category : 0 To Category : 0
 Account Code : ??-?-?-??? To : ??-?-?-???

Budget Detail : Recommended Budget
 Year : 2020

Account Code	Account Description	CC1	CC2	CC3	2019 Budget Values	2019 Actual Values	2020 Recommended Budget
51-1-0-150	UNEXPENDED DEBT PROCEEDS PRIOR YR				0	0	0
Total REVENUE					4,682,143	174,663	2,176,972
<hr style="border-top: 1px dashed black;"/>							
EXPENSES							
51-2-0-470	CAPITAL GRANTS FUNDED BY DEBT				0	0	0
51-2-0-471	CAPITAL GRANTS FUNDED BY OPERATING				365,332	1,438	623,404
51-2-0-472	GLOBAL GRANTS FUNDED BY OPERATING				30,000	30,000	30,000
51-2-0-473	CAPITAL GRANTS FUNDED BY RESERVES				1,068,532	143,226	1,358,205
51-2-0-474	MAJOR CAPITAL PROJECTS				3,218,279	0	165,363
51-2-0-479	CAPITAL BUILDING				0	0	0
51-2-0-502	DEB DISCOUNT/ISSUE EXPENSE				0	0	0
51-2-0-504	TEMPORARY BORROWING PAYDOWN				0	0	0
51-2-0-550	DEFICIT PRIOR YEAR				0	0	0
Total EXPENSES					4,682,143	174,663	2,176,972
<hr style="border-top: 1px dashed black;"/>							
Surplus/(Deficit)					0	0	0
<hr style="border-top: 1px dashed black;"/>							
Category Total -->					0	0	0
<hr style="border-top: 1px dashed black;"/>							
Grand Total -->					0	853,061	0



2020 Recommended Budget

Appendix C

Account Code ID	Account Name Description	Status	Quantity	Rate	Burden %	Amount
GENERAL REVENUE FUND						
General Revenue Fund						
REVENUE						
50-1-0-005	GRANTS IN LIEU OF TAXES					
1		A	1.00	-182000.00	0.0000	-182,000
Total :		GRANTS IN LIEU OF TAXES				-182,000
50-1-0-015	REQUISITION - ELECTORAL AREAS					
3	.5414 per \$1000 based on 2020 Completed Roll	A	1.00	-5977904.00	0.0000	-5,977,904
Total :		REQUISITION - ELECTORAL AREAS				-5,977,904
50-1-0-020	REQUISITION - MUNICIPAL					
4	.5414 per \$1000 based on 2020 Completed Roll	A	1.00	-11022096.00	0.0000	-11,022,096
Total :		REQUISITION - MUNICIPAL				-11,022,096
50-1-0-120	INTEREST REVENUE					
5		A	1.00	-85000.00	0.0000	-85,000
Total :		INTEREST REVENUE				-85,000
50-1-0-150	SURPLUS PRIOR YEAR					
8	General Surplus Estimate	A	1.00	-853061.00	0.0000	-853,061
Total :		SURPLUS PRIOR YEAR				-853,061
EXPENSES						
50-2-0-200	ADMINISTRATION EXPENSE					
9	CVRD support services	A	1.00	151000.00	0.0000	151,000
Total :		ADMINISTRATION EXPENSE				151,000
50-2-0-220	GOVERNANCE EXPENSES					
166	12 meetings @ \$4500	A	12.00	4500.00	0.0000	54,000
Total :		GOVERNANCE EXPENSES				54,000
50-2-0-225	BENEFITS					
169	Board remuneration (CPP only)	A	1.00	100.00	0.0000	100
Total :		BENEFITS				100
50-2-0-246	BANK CHARGES					
174		A	1.00	500.00	0.0000	500
Total :		BANK CHARGES				500
50-2-0-320	TRAVEL					
167	Board travel	A	12.00	1500.00	0.0000	18,000
Total :		TRAVEL				18,000
50-2-0-381	LEGAL FEES					
171	Allowance for legal	A	1.00	10000.00	0.0000	10,000
Total :		LEGAL FEES				10,000
50-2-0-387	PROFESSIONAL FEES					



2020 Recommended Budget

Appendix C

Account Code ID	Account Name Description	Status	Quantity	Rate	Burden %	Amount
GENERAL REVENUE FUND						
General Revenue Fund						
EXPENSES						
165	Annual audit fees	A	1.00	4500.00	0.0000	4,500
165	Audit fee allowance for expanded scope and additional services	A	1.00	3398.00	0.0000	3,398
165	Allowance for liaison or study work	A	1.00	15000.00	0.0000	15,000
165	Board orientation/strategic planning	A	1.00	20000.00	0.0000	20,000
Total : PROFESSIONAL FEES						42,898
50-2-0-480 TRANSFER TO CAPITAL						
152	Current year capital projects/equipment funded by operating greater than \$5,000 and less than \$1,500,000	A	1.00	623404.00	0.0000	623,404
152	Global grants	A	1.00	30000.00	0.0000	30,000
Total : TRANSFER TO CAPITAL						653,404
50-2-0-485 FUNDS FOR FUTURE EXPENDITURES						
157	Unallocated annual capital project funding 2020	A	1.00	1226596.00	0.0000	1,226,596
157	Estimated additional contribution from surplus	A	1.00	853061.00	0.0000	853,061
157	Annual reserve contribution	A	1.00	4345000.00	0.0000	4,345,000
Total : FUNDS FOR FUTURE EXPENDITURES						6,424,657
50-2-0-500 BANK/LOAN INTEREST OPERATING						
12	Temporary borrowing interest	A	1.00	22000.00	0.0000	22,000
Total : BANK/LOAN INTEREST OPERATING						22,000
50-2-0-505 LONG TERM DEBT PRINCIPAL						
14	Issue 99 Apr/Oct 19 - ends Oct 2026	A	1.00	16304.00	0.0000	16,304
14	Issue 146 Sep 19,2018 to Sep 19,2028	A	1.00	7841934.43	0.0000	7,841,934
Total : LONG TERM DEBT PRINCIPAL						7,858,238
50-2-0-506 LONG TERM DEBT INTEREST						
73	Issue 99 Apr/Oct 19 - ends Oct 2026	A	2.00	4248.00	0.0000	8,496
73	Issue 146 Mar/Sep 19/18-Sep/2028 3.2%	A	2.00	1438384.00	0.0000	2,876,768
Total : LONG TERM DEBT INTEREST						2,885,264

CAPITAL & LOAN FUND



2020 Recommended Budget

Appendix C

Account Code ID	Account Name Description	Status	Quantity	Rate	Burden %	Amount
CAPITAL & LOAN FUND						
Capital Fund						
REVENUE						
51-1-0-145	TRANSFER FR RESERVE					
159	Prior year equipment/projects \$5K to \$100K	A	1.00	-1347333.00	0.0000	-1,347,333
159	Prior year equipment/projects > \$100K	A	1.00	-10872.00	0.0000	-10,872
159	UDMD carry forward	A	1.00	-165363.00	0.0000	-165,363
Total :						TRANSFER FR RESERVE
						-1,523,568
51-1-0-148	TRANSFER FR GENERAL					
153	Global grants funded by operating	A	1.00	-30000.00	0.0000	-30,000
153	Current year capital projects/equipment funded by operating greater than \$5,000 and less than \$1,500,000	A	1.00	-623404.00	0.0000	-623,404
Total :						TRANSFER FR GENERAL
						-653,404
EXPENSES						
51-2-0-471	CAPITAL GRANTS FUNDED BY OPERATING					
154	Current year capital projects/equipment funded by operating greater than \$5,000 and less than \$1,500,000	A	1.00	623404.00	0.0000	623,404
Total :						CAPITAL GRANTS FUNDED BY OPERATING
						623,404
51-2-0-472	GLOBAL GRANTS FUNDED BY OPERATING					
156	Zeballos, Cortes, Kyuquot, Tahsis, Gold River, Sayward	A	6.00	5000.00	0.0000	30,000
Total :						GLOBAL GRANTS FUNDED BY OPERATING
						30,000
51-2-0-473	CAPITAL GRANTS FUNDED BY RESERVES					
160	Minor Capital	A	1.00	1358205.00	0.0000	1,358,205
Total :						CAPITAL GRANTS FUNDED BY RESERVES
						1,358,205
51-2-0-474	MAJOR CAPITAL PROJECTS					
161	UDMD carry forward	A	1.00	165363.00	0.0000	165,363
Total :						MAJOR CAPITAL PROJECTS
						165,363

Appendix D

Participant	2020 Complete Roll - Converted Assessments	2020 Recommended Requisition	%
Electoral Areas			
Area A - Baynes Sd-Denman/Hornby	291,548,034	1,578,313.89	9.3%
Area B - Lazo	214,017,750	1,158,599	6.8%
Area C - Puntledge-Black Creek	278,639,162	1,508,431	8.9%
Area A - Sayward Valley	25,318,871	137,065	0.8%
Area B - Cortes	36,844,459	199,460	1.2%
Area C - Discovery Islands-Mainland Inlets	102,910,301	557,111	3.3%
Area D - Oyster Bay-Buttle Lake	135,404,930	733,023	4.3%
Area A - Kyuquot-Nootka	19,562,086	105,901	0.6%
Member Municipalities			
Campbell River	785,395,158	4,251,787	25.0%
Comox	354,934,652	1,921,461	11.3%
Courtenay	767,445,831	4,154,617	24.4%
Cumberland	101,955,255	551,941	3.2%
Gold River	14,880,324	80,556	0.5%
Sayward	5,097,935	27,598	0.2%
Tahsis	4,870,650	26,368	0.2%
Zeballos	1,434,986	7,768	0.0%
	3,140,260,384	17,000,000	
Residential rate per \$1,000 taxable value		0.5414	
For a home assessed at	\$	500,000	
Residential levy	\$	271	