



FIVE YEAR FINANCIAL PLAN BYLAW

2455, 2019

Adopted February 25, 2019

**Includes the Following
Amending Bylaws:**

Date Adopted:

Bylaw No. 2463, 2019

May 13, 2019

City of Fort St. John
Five Year Financial Plan Amendment Bylaw No. 2463, 2019
Schedule "A"

	2019	2020	2021	2022	2023
REVENUE	38.34%	39.00%	39.32%	39.46%	39.78%
Property Taxation	\$ 32,170,977	\$ 32,845,350	\$ 33,372,029	\$ 33,779,983	\$ 33,992,810
Sale of Services	\$ 12,057,302	\$ 12,221,007	\$ 12,248,149	\$ 12,376,563	\$ 12,408,000
Government Transfers	\$ 30,019,792	\$ 29,733,839	\$ 29,922,653	\$ 30,059,593	\$ 29,587,381
Interest Income	\$ 2,094,817	\$ 1,684,057	\$ 1,577,706	\$ 1,573,075	\$ 1,574,735
Other Revenue	\$ 7,569,120	\$ 7,727,668	\$ 7,759,438	\$ 7,818,588	\$ 7,895,046
TOTAL REVENUE	\$ 83,912,008	\$ 84,211,921	\$ 84,879,975	\$ 85,607,802	\$ 85,457,972
EXPENSES					
General Government Services	6,246,319	6,282,020	6,375,987	6,475,099	6,515,273
Environmental Development	1,716,018	1,747,316	1,763,455	1,780,326	1,799,471
Parks, Recreation & Cultural	11,398,639	11,527,923	11,627,136	11,739,317	11,940,436
Cemetery	148,382	150,659	153,204	155,794	158,313
Garbage and recycling	792,226	703,920	699,348	704,785	700,742
Protective Services	15,299,077	15,682,059	16,085,048	16,379,151	16,648,536
Transit Services	2,802,000	2,987,000	3,103,000	3,218,000	3,295,000
Transportation Services	5,801,665	5,799,270	5,931,090	5,988,972	6,062,859
Water Utility	2,865,452	2,905,672	2,901,952	2,973,902	2,948,773
Sewer Utility	1,378,231	1,370,992	1,403,944	1,383,090	1,401,095
Amortization Expense	10,505,900	10,555,950	10,622,000	10,672,050	10,698,100
Debt Servicing (Interest & Principle)	3,526,356	3,450,667	3,531,690	3,615,932	3,703,522
TOTAL EXPENSES	\$ 62,480,265	\$ 63,163,448	\$ 64,197,854	\$ 65,086,418	\$ 65,872,120
ANNUAL (SURPLUS) DEFICIT	\$ 21,431,743	\$ 21,048,473	\$ 20,682,121	\$ 20,521,384	\$ 19,585,852
RESERVES, CAPITAL AND DEBT					
Transfer from Reserves	(1,614,878)	(1,353,638)	(1,407,917)	(1,400,820)	(1,455,864)
Transfer from Accumulated Surplus	(10,505,900)	(10,555,950)	(10,622,000)	(10,672,050)	(10,698,100)
Transfers to Reserves	33,552,521	32,958,061	32,712,038	32,594,254	31,739,816
TOTAL EXPENDITURES	\$ 21,431,743	\$ 21,048,473	\$ 20,682,121	\$ 20,521,384	\$ 19,585,852

Revenues					
Total Revenue	83,912,008	84,211,921	84,879,975	85,607,802	85,457,972
Transfer from Reserves	1,614,878	1,353,638	1,407,917	1,400,820	1,455,864
Transfer from Accumulated Surplus *	10,505,900	10,555,950	10,622,000	10,672,050	10,698,100
Collection for Other Governments	18,169,100	18,269,100	18,375,100	18,671,100	18,921,100
	114,201,886	114,390,609	115,284,992	116,351,772	116,533,036
<i>(* to offset Amortization)</i>					

Expenses					
Total Expenses	62,480,265	63,163,448	64,197,854	65,086,418	65,872,120
Transfer to Reserves	33,552,521	32,958,061	32,712,038	32,594,254	31,739,816
Tax Requisitions	18,169,100	18,269,100	18,375,100	18,671,100	18,921,100
	114,201,886	114,390,609	115,284,992	116,351,772	116,533,036

City of Fort St. John
Five Year Financial Plan Bylaw 2455, 2019
SCHEDULE "B"

STATEMENT OF OBJECTIVES & POLICIES

In accordance with Section 165(3.1) of the *Community Charter*, the Municipal Council of the City of Fort St. John is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

- a) The proportion of total revenue that is proposed to come from each of the funding sources described in Section 165(7) of the *Community Charter*;
- b) The distribution of property taxes among the property classes; and
- c) The use of permissive tax exemptions.

FUNDING SOURCES

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2019. Property taxes generally form the greatest proportion of revenue. Property taxation is the primary revenue source for the City, with the five year financial plan showing this percentage as low as 38.94% and as high as 39.78%.

User fees and charges form the second largest portion of planned revenue. This revenue source is for services that can be measured and charged on a user pay basis. These services are mainly for water, sewer and solid waste, but also include recreation user fees and items such as building permits, business licenses, and transit.

OBJECTIVES

- Sustainable service levels and funding
- Predictable property taxes and fees
- Maintain physical assets in good state of repair

POLICIES

- The City will review all user fees annually
- The City has implemented Development Cost Charges and will review additional Development Cost Charges
- The City will continue to apply for grant funding to support projects and initiatives
- The City will initiate partnerships and other measures that will diversify revenues in order to provided services and opportunities to the community that may have not otherwise been possible

City of Fort St. John
Five Year Financial Plan Bylaw 2455, 2019
SCHEDULE "B"

Table 1: Sources of Revenue

Revenue Source	% of Total Revenue	Dollar Value
Property Taxation	38.9%	\$32,772,491.00
Sale of Services	14.3%	\$12,057,302.00
Government Transfers	35.7%	\$30,019,792.00
Interest Income	2.1%	\$1,744,817.00
Other Revenue	9.0%	\$7,569,120.00
TOTAL	100%	\$84,163,522

DISTRIBUTION OF PROPERTY TAX RATES

Table 2 outlines the distribution of property taxes among the property classes. The Business and other class (6) and Residential (1) provide the largest proportion of property tax revenue.

OBJECTIVES

- To maintain tax rate ratios to achieve fairness and equity for all property classes
- Consult with Major Industry with regards to the tax policy

POLICIES

- The City will monitor the shifts in assessments when setting the tax rates so as not to penalize a particular class
- The City will continue formulating a Tax Policy that is fair and equitable for all property classes

City of Fort St. John
Five Year Financial Plan Bylaw 2410, 2018
SCHEDULE "B"

Table 2: Distribution of Property Taxes

Property Class	% of Total Property Taxes	Dollar Value
Residential (1)	41.04%	\$12,000,500
Utilities (2)	0.53%	\$156,000
Major Industrial (4)	2.79%	\$816,000
Light Industrial (5)	1.61%	\$470,000
Business and Other (6)	53.87%	\$15,750,500
Recreation / Non-Profit (8)	0.16%	\$45,900
Farmland (9)	0.00%	\$215
TOTAL	100.0%	\$29,239,115

PERMISSIVE TAX EXEMPTIONS

The City updated the permissive tax exemption bylaws in 2018 for the 2019 taxation year. These bylaws provide the approval of permissive tax exemptions and all non-profit organizations who currently receive a tax exemption will have to re-apply in 2019 for 2020-2022 taxation years. Eligibility criteria for permissive tax exemptions in Council's policy may change based on the Community Development Institute's social policy framework report that will be presented to Council in the spring of 2019 for their consideration.

OBJECTIVES

- To annually consider providing permissive tax exemptions on the criteria as outlined in the *Community Charter*

POLICIES

- Guidelines have been established to provide consistent and equal consideration for all applicants
- The City is under no obligation to grant a permissive tax exemption