



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Sandy Becker, Director of Financial Services**
Date: December 17 2018
Report: FIN.18.24
Subject: 2018 Carry Forward Projects

2018 General Administration – Projects to carry over to the 2019 fiscal year

- Asset Management Program
 - o 2018 Approved Budget \$250,000
- Community Improvement Plan
 - o 2018 Approved Budget \$35,000
- Energy Management Plan
 - o 2018 Approved Budget \$30,000

Project(s) Information:

Asset Management Program – The Asset Management working group continue to work on developing policy and strategies to enhance our asset management plan and to meet new legislation. We were successful in our FCM grant application to assist in the data collection and condition assessments. An RFP for engineering services was awarded to GM Blueplan on November 19, 2018 to assist in identifying data gaps in linear asset

inventory, collect missing data from available sources, update asset inventory and to provide professional services necessary to analyze CCTV inspection reports. Tender for the CCTV Inspections will be posted in the next couple of weeks. Completion of data updates and CCTV inspections will be completed by July 2019.

Community Improvement Plan - Over the past few years, any unspent funds in the economic development budget related to the Community Improvement Plan have been rolled into a Community Improvement Plan Reserve.

It is recommended that the same occurs this year. In 2019, Staff will be working with the County to develop and implement a sustainable CIP Program for implementation in late 2019 or early 2020.

Energy Management Plan - In 2018 it was intended to apply for grant funding to initiate the development of a community energy management plan. As part of our responsibilities as a partner in the Partners in Climate Protection (PCP) Program as we move through the milestones.

A grant opportunity for a two-year staffing position arose early in 2018. As a result, resources were put forward to proceed with that application first. At this time, we are awaiting formal approval of our grant application. As a result, it is intended to proceed with the grant application for the EMP in 2019.

Respectfully submitted,

Sandy Becker, Director of Financial Services