

Unconsolidated Financial Statements of

The City of Spruce Grove

For the Nine Months Ended September 30, 2020

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MANAGEMENT'S REPORT

The unconsolidated financial statements of the City of Spruce Grove (the "City") are unaudited and are the responsibility of management. These financial statements follow the same accounting policies and methods of computation as the most recent annual consolidated financial statements. These financial statements include amounts that are based on the best estimates and judgments of management. Management has determined such amounts on a reasonable basis in order to ensure that the financial statements are presented fairly, in all material respects.

Management maintains systems of accounting and administrative controls to provide reasonable assurance that the transactions are appropriately authorized, accurately recorded, that assets are properly accounted for and safeguarded and that the financial statements realistically report the City's operating and financial results.

Louise Frostad, CPA, CMA Chief Financial Officer

CITY OF SPRUCE GROVE UNCONSOLIDATED STATEMENT OF FINANCIAL POSITION

As At September 30, 2020

(in thousands of dollars)

		September 2020 (unaudited)		September 2019 (unaudited)	December 2019 (unaudited)
Financial Assets	•	0 500	۴	00.000	0.077
Cash and Cash Equivalents	\$	8,598	\$	26,068 \$,
Accounts Receivable		21,002		20,561	17,113
Investments (Note 2)		45,680		20,109	31,279
Land Held for Resale		1,746		1,746	1,746
		77,026		68,484	58,215
Liabilities					
Accounts Payable and Accrued Liabilities		16,678		18,270	13,530
Deferred Revenue (Note 3)		29,521		26,416	31,032
Liability for Contaminated Sites		1,259		4,147	1,300
Long-Term Debt (Note 4)		42,807		40,940	42,122
		90,265		89,773	87,984
Net Debt		(13,239)		(21,289)	(29,769)
Non-Financial Assets					
Inventory and Prepaid Expenses		944		1,702	1,022
Tangible Capital Assets (Note 5)		537,907		532,314	542,107
		538,851		534,016	543,129
Accumulated Surplus (Note 6)	\$	525,612	\$	512,727 \$	513,360

UNCONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

	 September 2020 Budget (unaudited)	September 2020 Actual inaudited)	September 2019 Actual (unaudited)
Revenue			
Property Taxes	\$ 41,073	\$ 40,967	\$ 40,329
Sales and User Fees	17,355	16,600	16,400
Sales to Other Governments	2,000	2,000	2,001
Franchise Fees	4,882	4,684	3,980
Fines	3,051	2,488	2,631
Government Transfers - Operating	2,094	2,282	2,337
Licenses and Permits	1,335	954	1,242
Rentals	1,117	986	942
Penalties	626	695	709
Other	787	449	1,052
Investment Income	 18	345	402
	 74,338	72,450	72,025
Expenses (Schedule 1)			
General Government	11,884	9,472	9,991
Protective Services	14,641	12,693	11,880
Transportation and Roadway Services	22,027	19,225	21,277
Utilities	14,955	14,798	13,542
Community Services	8,378	6,933	7,761
Development Services	 2,498	2,089	2,342
	 74,383	65,210	66,793
Period Surplus before the Undernoted	 (45)	7,240	5,232
Gain on Disposal of Tangible Capital Assets	1,750	518	82
Government Transfers - Capital	12,334	4,300	15,636
Contributed Tangible Capital Assets	-	-	850
Developer Contribution and Levies	2,696	194	499
	 16,780	5,012	17,067
Period Surplus	16,735	12,252	22,299
Accumulated Surplus, Opening	 513,360	513,360	490,428
Accumulated Surplus, Closing	\$ 530,095	\$ 525,612	\$ 512,727

UNCONSOLIDATED STATEMENT OF CHANGES IN NET DEBT

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

	September 2020 Budget (unaudited)	September 2020 Actual (unaudited)	September 2019 Actual (unaudited)
Period Surplus	\$ 16,735 \$	12,252 \$	22,299
Change in Inventory and Prepaid Expenses	-	78	(662)
Tangible Capital Assets Contributed Purchased Proceeds on Disposal Gain on Disposal Amortization	 (22,090) 2,188 (1,750) 12,588	(8,027) 545 (518) 12,200	(850) (26,034) 267 (82) 11,202
Change in Net Debt	 (9,064)	4,200	(15,497)
-	7,671	16,530	6,140
Net Debt, Opening	 (29,769)	(29,769)	(27,429)
Net Debt, Closing	\$ (22,098) \$	(13,239) \$	(21,289)

UNCONSOLIDATED STATEMENT OF CASH FLOWS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

	September 2020 (unaudited)	September 2019 (unaudited)
Cash Provided by (Used For):		
Operating Activities Period Surplus	\$ 12,252 \$	22,299
Items not involving cash: Amortization Gain on Disposal of Tangible Capital Assets Contributed Tangible Capital Assets	12,200 (518) -	11,202 (82) (850)
Change in non-cash working capital balances: Increase in Accounts Receivable Increase in Accounts Payable and Accrued Liabilities (Decrease)/Increase in Deferred Revenue Decrease in Liability for Contaminated Sites Decrease/(Increase) in Inventory and Prepaid Expenses	 (3,889) 3,148 (1,511) (41) 78	(5,044) 1,532 1,163 (33) (662)
	21,719	29,525
Capital Activities Purchased Tangible Capital Assets Proceeds on Disposal of Tangible Capital Assets	(8,027) 545	(26,034) 267
	(7,482)	(25,767)
Investing Activities Purchased Investments Proceeds on Disposal of Investments	 (27,908) 13,507	(17,942) 34,553
	(14,401)	16,611
Financing Activities Long-Term Debt Issued Long-Term Debt Repaid	 2,556 (1,871)	3,400 (924)
	 685	2,476
Increase in Cash and Cash Equivalents Cash and Cash Equivalents, Opening	 521 8,077	22,845 3,223
Cash and Cash Equivalents, Closing	\$ 8,598 \$	26,068

NOTES TO THE UNCONSOLIDATED FINANCIAL STATEMENTS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

1. Significant Accounting Policies

The condensed unconsolidated financial statements of the City of Spruce Grove ("the City") are the representations of management and follow the accounting policies described in the most recent annual consolidated financial statements.

2. Investments

	Amortized Cost September 2020	Market Value September 2020	Amortized Cost December 2019	Market Value December 2019
Bonds	\$ 12,010	\$ 12,458	\$ 13,026	\$ 13,134
Notes	6,864	6,759	6,335	6,378
Other	 26,806	26,807	11,918	11,918
	\$ 45,680	\$ 46,024	\$ 31,279	\$ 31,430

Investments in bonds have effective interest rates of 2.01% to 6.63% with maturity dates from June 2021 to July 2030.

Note investments have variable interest rates, based on the performance of the indexes the notes are tied to. Maturity dates of notes range from February 2027 to September 2030.

Other investments include a premier investment account (PIA), a tiered-rate interest account with interest based on monthly average prime less a percentage based on the average monthly balance held in the account. Included in this investment is a high interest notice account, which is currently paying 1.70% and requires 31 days' notice to redeem. There is also an investment in a High Interest Savings Account (HISA) with CIBC which is currently paying 0.90% and requires no notice to redeem.

Should there be a loss in value that is not considered temporary, the respective investment is written down to recognize the loss. No write-downs have occurred in 2020.

NOTES TO THE UNCONSOLIDATED FINANCIAL STATEMENTS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

3. Deferred Revenue

	December 2019	Amount Received and Receivable	Interest and Other	Amounts Recognized	September 2020
Developer Contributions					
Administration	\$ 90	\$ 4 \$	\$1	\$-	\$ 95
Neighborhood Parks	827	28	12	11	856
Municipal Reserve	190	-	2	-	192
Parks - South	1,699	-	24	-	1,723
Regional Parks	-	26	-	26	-
Cash in Lieu of Parking	105	-	1	-	106
Downtown Redevelopment	3	-	-	-	3
	2,914	58	40	37	2,975
Developer Levies					
Water	-	11	-	11	-
Transportation	-	126	-	126	-
Sewer		20	-	20	-
		157	-	157	
Developer Contributions and Levies	2,914	215	40	194	2,975
Government Transfers - Capital					
Gas Tax Fund	3,194	2,046	84	1,712	3,612
Other	139	371	1	455	56
Sustainability	23,208	-	466	2,133	21,541
	26,541	2,417	551	4,300	25,209
Government Transfers - Operating					
Policing	25	526	-	551	-
Social	-	616	-	616	-
Sustainability	-	254	-	191	63
Other	119	1,024	-	924	219
	144	2,420	-	2,282	282
Other Revenue					
Sponsorships	398	11	-	62	347
Property Taxes	464	9,497	-	9,833	128
User Fees	571	1,720	-	1,711	580
	1,433	11,228	-	11,606	1,055
	\$ 31,032	\$ 16,280 \$	\$ 591	\$ 18,382	\$ 29,521

NOTES TO THE UNCONSOLIDATED FINANCIAL STATEMENTS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

4. Long-Term Debt

	September 2020	December 2019
Alberta Capital Finance Authority		
Agrena	\$ 679 \$	855
Industrial WaterMain	2,160	-
Library	728	801
Local Improvements	3,782	3,941
Public Works Facility	4,567	4,650
Storm Upgrades	2,158	2,200
TransAlta Tri Leisure Centre	525	601
Protective Services Facility	 5,520	5,683
	20,119	18,731
CIBC		
Development Facility	13,326	14,049
RCMP Facility	 8,371	8,703
	21,697	22,752
Other		
Other	539	187
Westwind Land Assembly	 452	452
	 991	639
	\$ 42,807 \$	42,122

Debt repayable to the Alberta Capital Finance Authority bears interest at rates ranging from 1.88% to 6.38% per annum and matures in periods 2021 to 2040. Debt is issued on the credit and security of the City.

The City's development facility fixed-term loan with Canadian Imperial Bank of Canada ("CIBC") has an effective interest rate of 2.46% and matures June 2034.

The City's RCMP facility fixed-term loan with CIBC has an effective interest rate of 2.50% and matures July 2039.

The Westwind Land Assembly loan, repayable to Versabank, bears interest at prime plus 0.9%. Payments are interest only with principle due when land is sold, and due in full no later than March 2025. The City has entered into an agreement with a developer to reimburse any interest incurred on this loan.

The City has a revolving demand facility with CIBC for \$30 million and there is not an outstanding balance as of September 30, 2020.

CITY OF SPRUCE GROVE NOTES TO THE UNCONSOLIDATED FINANCIAL STATEMENTS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

5. Tangible Capital Assets

2020		Land	Land Improvements	Leasehold Improvements	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	Construction in Progress	2020
Cost Balance, Opening Acquired Disposals Transfers	\$ 1	56,726 - -	\$ 25,689 - -	\$	\$ 100,660 706 -	\$ 411,098 - -	\$ 23,159 \$ 76 (59)	5 11,275 5 152 (131) 125	\$ 2,738 \$ 7,093 - (125)	732,350 8,027 (190)
Balance, Closing	1	56,726	25,689	1,005	101,366	411,098	23,176	11,421	9,706	740,187
Accumulated Amortization Balance, Opening Amortization Disposals		-	10,813 916 -	883 8 -	17,863 1,613 -	144,563 7,848 -	12,356 1,287 (47)	3,765 528 (116)	- -	190,243 12,200 (163)
Balance, Closing		-	11,729	891	19,476	152,411	13,596	4,177	-	202,280
Net Book Value, Closing	<u>\$</u> 1	56,726	\$ 13,960	\$ 114	\$ 81,890	\$ 258,687	\$ 9,580 \$	5 7,244 \$	\$	537,907

NOTES TO THE UNCONSOLIDATED FINANCIAL STATEMENTS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

6. Accumulated Surplus

	September 2020 Budget	September 2020 Actual	December 2019 Actual
Municipal	\$ 29,358	\$ 35,684 \$	20,156
Utility	7,462	9,842	7,778
Storm	(731)	(682)	-
Developer (Note 7)	 (15,931)	(14,784)	(15,011)
	20,158	30,060	12,923
Investment in Tangible Capital Assets	 509,937	495,552	500,437
	\$ 530,095	\$ 525,612 \$	513,360

7. Developer Deficit

	December 2019	Transfer In	Transfer Out	Other Adjustments	September 2020
Transportation	\$ (4,773) \$	126 \$	-	\$ (957)	\$ (5,604)
Sewer	(7,541)	20	-	1,127	(6,394)
Water	(346)	11	-	(82)	(417)
Regional Parks	(2,351)	26	-	(44)	(2,369)
Neighborhood Parks	 -	11	(11)	-	-
	\$ (15,011) \$	194 \$	(11)	\$ 44	\$ (14,784)

Other adjustments include long-term debt issued to fund transportation and water projects, as well as associated interest and principal payments. It also includes adjustments made to appropriately present receipts, expenditures and interest charges in the City's offsite levy fund balances.

The City paid for certain transportation and water infrastructure projects on behalf of developers and financed this development with long-term debt in order to advance the construction of these projects. The developer deficits are expected to be repaid with proceeds from future developer levies. Long-term debt taken out by the City as offsite levy fund balances are currently insufficient to pay for future development's share of these project costs, has a balance of \$13,326 as of September 2020.

NOTES TO THE UNCONSOLIDATED FINANCIAL STATEMENTS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

8. Segmented Disclosure

Segmented information has been identified based upon lines of service provided by the City. City services are provided by departments and their activities are reported by functional area in the body of the financial statements. Allocation methodologies are employed in the preparation of the segmented financial information. User charges and other revenue have been allocated to the segment based upon the segment that generated that revenue. Government transfers have been allocated to the segment based upon the purpose for which the transfer was made. Development charges and developer levies are allocated to the segment for which the transfer was made. Certain lines of service that have been separately disclosed in the segmented information, along with the services they provide are as follows:

a. General Government

General government is comprised of Council and General Administration. Council makes decisions regarding delivery and service levels on behalf of the municipality in order to balance the needs and wants of City residents in a financially responsible manner. General Administration is responsible for the administration of the municipality as a whole.

b. Protective Services

Protective Services is comprised of Safe City – Enforcement Services, Police and Fire. Safe City – Enforcement Services provides enforcement in the areas of Provincial Acts and Municipal Bylaws; developing proactive educational safe city programs; and management of the Automated Traffic Enforcement contract. Fire is responsible to provide fire suppression services; fire prevention programs; training and education related to prevention; detection or extinguishment of fires; and advanced life support to Alberta Health Services 24/7.

c. Transportation and Roadway Services

Transportation and roadway services is comprised of the Engineering Services and the Public Works departments. They are responsible for the planning, development and maintenance of roadway systems.

d. Utilities

The City is responsible for environmental programs such as the engineering, operation and maintenance of Water, Wastewater and Stormwater networks and facilities and Solid Waste Management.

e. Community Services

Community Services provides recreational and cultural services, activities which promote the health and well being of its citizens, and activities related to parks and cemetery maintenance and operation.

f. Development Services

Development Services is comprised of Planning and Development Services and Economic Development. Planning and Development Service manages long term planning, current planning and subdivision, development permits and safety code disciplines. Economic Development is responsible for facilitating programs and services intended to help local businesses prosper and grow, and attract new business and investment in the City.

NOTES TO THE UNCONSOLIDATED FINANCIAL STATEMENTS

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

8. Segmented Disclosure (continued)

Revenue Property Taxes \$ 40,658 - \$ - \$ 309 \$ - \$ 40,967 \$ Sales and User Fees 117 709 642 15,061 5 66 16,600 Sales to Other Governments - 2,000 - - - 2,000 Franchise Fees 4,684 - - - - 4,684	41,073 17,355 2,000 4,882 3,051 2,094 1,335 1,117 626 787
Property Taxes \$ 40,658 - \$ - \$ 309 \$ - \$ 40,967 \$ Sales and User Fees 117 709 642 15,061 5 66 16,600 5 66 16,000 5 2,000 - - - 2,000 - - 2,000 - - 2,000 - - - 2,000 - - - 2,000 - - - 2,000 - - - 2,000 - - - 2,000 - - - 2,000 - - - - 2,000 - - - - 2,000 - - - 2,000 - - - - 2,000 - - - 2,000 - - - 2,000 - - - 2,000 - - - 2,000 - - - 2,000 - -	17,355 2,000 4,882 3,051 2,094 1,335 1,117 626
Sales and User Fees 117 709 642 15,061 5 66 16,600 Sales to Other Governments - 2,000 - - - 2,000	17,355 2,000 4,882 3,051 2,094 1,335 1,117 626
Sales to Other Governments - 2,000 - - - 2,000	2,000 4,882 3,051 2,094 1,335 1,117 626
	4,882 3,051 2,094 1,335 1,117 626
	3,051 2,094 1,335 1,117 626
Fines - 2,488 2,488	1,335 1,117 626
Government Transfers - Operating - 552 482 - 1,225 23 2,282	1,335 1,117 626
Licenses and Permits - 1 38 19 - 896 954	1,117 626
Rentals - 426 94 - 466 - 986	626
Penalties 643 52 695	
Other 52 8 179 71 61 78 449	
Investment Income 230 - 21 94 345	18
46,384 6,184 1,456 15,203 2,066 1,157 72,450	74,338
Expenses	
Salaries, Wages & Benefits 6,117 6,580 5,406 1,534 3,034 1,627 24,298	27,218
Contracted & General Services 2,447 654 3,292 2,246 831 323 9,793	13,704
Materials, Goods & Supplies 282 474 1,832 264 348 8 3,208	4,280
Purchases from Other	
Governments - 4,184 1,504 6,973 12,661	13,384
Transfers to Government,	
Agencies & Other Org 1 11 1,962 37 2,011	2,170
Bank Charges 76 76	115
Interest on Long Term Debt 7 - 664 64 76 67 878	649
Other 77 8 85	275
Amortization 465 790 6,527 3,709 682 27 12,200	12,588
9,472 12,693 19,225 14,798 6,933 2,089 65,210	74,383
Period Surplus (Deficit) before Undernoted 36,912 (6,509) (17,769) 405 (4,867) (932) 7,240	(45)
Gain on Disposal of Tangible	(40)
Capital Assets 13 505 518	1,750
Government Transfers - Capital 1 - 4,293 - 6 - 4,300	12,334
Developer Contribution and Levies 163 31 194	2 606
Levies 103 31 1 94	2,696
<u> </u>	16,780
Period Surplus (Deficit) \$ 36,913 \$ (6,509) \$ (13,300) \$ 436 \$ (4,861) \$ (427) \$ 12,252 \$	16,735

CITY OF SPRUCE GROVE SCHEDULE 1 - EXPENSES BY DEPARTMENT

For the Nine Months Ended September 30, 2020

(in thousands of dollars)

		September 2020 Budget		September 2020 Actual	September 2019 Actual
General Government	^	0.07	*	00 7 ^	540
City Clerk	\$	367	\$	267 \$	512
City Manager		519		555	478
Corporate Communications		895		704	750
Corporate Services Administration		239		189	452
Council		576		457	499
Finance		2,003		1,548	1,974
Human Resources		1,434		1,208	1,210
Information Services		4,472		3,328	3,238
Integrated Planning and Strategic Services		1,379		1,216	878
Protective Services		11,884		9,472	9,991
Fire		7,129		6,864	6,115
Municipal Enforcement and Safe City		2,488		1,285	2,171
Police		5,024		4,544	3,594
		14,641		12,693	11,880
Transportation and Roadway Services		1 062		4 400	1 207
Engineering		1,263		1,188	1,387
Facilities and Fleet Management Planning and Infrastructure Administration		4,318 579		3,994 472	4,330 502
5					
Public Works		13,961		11,887	13,397
Transit and Sustainability		1,906		1,684	1,661
Utilities		22,027		19,225	21,277
Storm Utility		1,018		1,735	435
Waste		2,031		2,030	2,047
Wastewater		3,538		3,544	3,264
Water		8,368		7,489	7,796
		14,955		14,798	13,542
Community Services Agrena/Sports Park		1,389		1,155	1,285
Community and Protective Services Administration		440		283	213
Community Social Development		464		427	441
Culture		1,231		765	1,154
Family and Community Support Services		1,009		867	1,014
Leisure Centre		1,321		1,374	1,384
Library		1,031		1,013	967
Recreation		1,493		1,049	1,303
		8,378		6,933	7,761
Development Services					
Economic and Business Development		798		623	770
Planning and Development		1,700		1,466	1,572
		2,498		2,089	2,342
	\$	74,383	\$	65,210 \$	66,793