

Joint Use Reserve Fund Annual Report: 2016

Background:

This report is to meet the requirement as per the Joint Use Agreement (JUA) to provide an annual update to Council on the status of the Joint Use Reserve Fund. The content of the report was prepared collaboratively by all parties of the JUA.

Membership:

The JUA is an agreement between the Calgary Board of Education (CBE), the Calgary Catholic School District (CCSD) and The City, regarding the joint allocation, use, planning and development and maintenance of municipal reserve, open space and school sites.

Scope and Authority of the JUA stems from the *Municipal Government Act*, sections 666(1)-(4), which require subdivision applicants to provide up to 10 percent of their developable land for municipal reserve, open space or education purposes. Under the JUA, the Reserve Fund is held in trust by the three parties.

The Joint Use Coordinating Committee (JUCC) is the body that is charged with monitoring and implementing the responsibilities under the JUA. The JUCC meets once a month to administer the JUA and operates on a consensus model. The JUCC as of 2016 December 31 consists of the following members:

- Scott Lockwood (Chair – City of Calgary – Community Planning)
- Keath Parker (Secretary - City of Calgary – Community Services)
- Paul Mountford (Calgary Board of Education) (previously Eugene Heeger)
- Brad MacDonald (Calgary Catholic School District)

Purpose:

The primary purposes of the JUA include:

- Determining matters related to the use, development and maintenance of reserve land that are in the best interest of the citizens of Calgary through the management of the Reserve Fund;
- Prioritizing the allocation of reserve land in the following order:
 1. neighbourhood schools and open space
 2. community schools and open space
 3. regional schools and open space;
- Establishing the framework for the allocation of reserve land, Municipal Reserve (MR), Municipal School Reserve (MSR) and School Reserve (SR), between the JUA parties based on a priority for allocation for local, community, and regional needs; and
- Providing one agreement versus requiring individual agreements with each school board for each parcel.

Process

The JUCC administers the JUA which includes the following key activities:

- Providing input to the Area Structure Plan (ASP) and subdivision process regarding the location and utilization of reserve land;
- Making recommendations to Calgary Planning Commission on the allocation of reserve;
- Making recommendations to City Council on the expenditure of the Reserve Fund;
- Providing recommendations regarding assets which are deposited in the JUA Reserve Fund;

- Coordinating activities involving the development of such land with recreational and educational facilities; and
- Coordinating the public use of playing fields and gymnasiums in school facilities after hours.

Progress

During 2016 JUCC implemented the following goals:

1. Provided greater awareness and transparency to its activities through the following two initiatives:
 - Held a joint annual meeting between the Site Planning Team (SPT) and the JUCC to discuss issues that the JUCC should be aware of, and outline opportunities moving forward between the two groups;
 - The JUCC discussed setting up an annual open floor meeting, where Councilors, School Board Trustees and other interested parties can share thoughts and inputs with JUCC. The first meeting is to be scheduled for implementation in Q4 of 2017.
2. Memorandum of Understanding (MOU)
A MOU was signed on 30 September 2016 between the three parties to the JUA. This MOU supports in principle the addition of other public benefit uses that support, complement or enhance the primary uses considered on Reserve Land. It also sets out direction for a modernized JUA amongst the three parties. This will be negotiated once direction can be sought from the new City Charter anticipated to be provided by the Province end of 2017.
3. JUCC implemented the JUA by making recommendations to City Council on the acquisition of land. Under the JUA, the Reserve Fund is administered by the JUCC and managed by The City of Calgary Treasury as a Trust Account. The assets of the Reserve Fund consist of:
 - money in place of reserve land;
 - proceeds from the disposal of reserve land; and
 - interest earned by, and accruing to, the Reserve Fund.

The purpose of the Reserve Fund is for the purchase of land for open space and school sites. All land purchases require authorization by City Council.

Fund Balance

In 2016 there were two completed acquisitions. The first was the acquisition of land for the Calgary Catholic School District's Legacy High School site. This cost \$7,575,528.49. The second was the acquisition of land to expand on an existing neighbourhood park in the community of Beddington, which cost \$11,696.08. The West Macleod Regional Recreation Facility and Library also shifted from an expected obligation requiring funding in the next five years to an anticipated expenditure within the next one to five years as noted below.

During 2016, the Reserve Fund received receipts of \$5.0 million and earned interest of \$1.2 million. The expenditures as detailed above came to a total of \$7.6 million, resulting in a fund balance on December 31, 2016 of \$82.3 million. Below is a summary of the account in 2016:

Opening Balance (2016 January 1)	\$ 83,690,994.28
Receipts	\$ 5,037,451.76
Investment Income	\$ 1,177,366.51
Disbursements	\$ (7,605,365.47)
Fund Balance	\$ 82,300,447.08

Fund Balance	2016 December 31
Cash at Bank	\$ 7,466,200.87
Bond Investment	\$ 42,927,836.16
Treasury Bills	\$ 30,858,180.00
Accrued Interest on Treasury Bills	\$ 76,552.90
Accrued Interest on Bond	\$ 966,921.37
Accrued Interest on Bank Deposit Interest	\$ 4,755.78
Due to/from City of Calgary	--
Fund Balance	\$82,300,447.08