

## Joint Use Reserve Fund Annual Report: 2017

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### Background:

This report is to meet the requirement as per the Joint Use Agreement (Agreement) 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 Agreement.

### Membership:

The Agreement is between the Calgary Board of Education, the Calgary Catholic School District and The City, regarding the joint allocation, use, planning and development and maintenance of municipal reserve, open space and school sites.

The City also signed a separate agreement in 2012 with the Francophone Regional School Authority (FrancoSud) for the joint allocation and planning of their school sites.

Scope and Authority of the Agreement stems from the *Municipal Government Act*, sections 666(1) - (4) and 670, which require subdivision applicants to provide up to 10 percent of their developable land for municipal reserve, open space or education purposes, and the allocation of those lands to be made pursuant to an agreement. Under the Agreement 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 Agreement. The JUCC meets once a month to administer the Agreement and operates on a consensus model. The JUCC as of 2017 December 31 consists of the following members:

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

Under the Agreement, the Reserve Fund is administered by the JUCC, and managed by The City of Calgary Treasury as a Trust Account. The purpose of the Reserve Fund is for the purchase of land for open space and school sites. All land purchases require authorization by Council.

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.

A Triennial Reserve Review also occurred through report PFC2016-0796, with the next one scheduled for 2019.

### Purpose:

The primary purposes of the Agreement 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; then
  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 Agreement 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 Agreement which includes the following key activities:

- Providing input to the Area Structure Plan 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 Council on the expenditure of the Reserve Fund;
- Providing recommendations to Council regarding assets which are deposited in the Agreement's 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**

In 2017 the JUCC implemented the following goals:

1. Provided greater awareness and transparency to its activities through the following two initiatives:
  - Held the first annual Open House meeting in Q4 of 2017, where Councillors, School Board Trustees from the Calgary Board of Education, the Calgary Catholic School District, the Francophone Regional School Authority (FrancoSud), BILD Calgary Region, the Federation of Calgary Communities (FCC) and other stakeholders, attended an overview of the Agreement and the role of the JUCC. This was followed by a question and answer period where the attendees shared their thoughts and inputs with the JUCC.
  - An annual joint meeting between the Site Planning Team; a subcommittee of the JUCC tasked with reviewing application proposals for joint use sites, and the JUCC to discuss issues that the JUCC should be aware of, and continue to identify opportunities moving forward between the two groups.
2. JUCC implemented the Agreement by making recommendations to Council on the acquisition of land, as detailed in the Fund Balance below.

### **Fund Balance**

In 2017 there were minor acquisitions made which cost \$1.0 million. This included the remainder of the acquisition of land for the Calgary Catholic School District's Legacy High School site, largely completed in 2016. Similarly, partial contribution towards the servicing cost of Seton Regional Facilities and Dry Pond Reconfiguration, which cost approximately \$7 million were made by end of this year. This however was posted in late December 2017, beyond the year-end cutoff date by which the amount can be claimed from the Reserve Fund. As a result this amount is not reflected in the account summary below and instead will be in next year's report.

During 2017, the Reserve Fund also received receipts of \$0.7 million. These were a result of three cash-in-lie payments made to the Reserve Fund minus a refund on a previously made payment to the Reserve Fund. These received receipts earned interest of \$1.6 million. With the total expenditures being a total of \$1.0 million, this resulted in a fund balance on December 31, 2017 of \$83.6 million. Below is a summary of the account in 2017:

Opening Balance (2017 January 1)	\$ 82,300,447.08
Receipts	\$ 673,081.28
Investment Income	\$ 1,639,825.95
Disbursements	\$ (976,110.46)
<b>Fund Balance</b>	<b>\$ 83,637,243.85</b>

<b>Fund Balance</b>	<b>2017 December 31</b>
Cash at Bank	\$ 2,616,755.56
Bond Investment	\$ 43,894,757.53
Treasury Bills	\$ 35,636,893.10
Accrued Interest on Treasury Bills	\$ 100,355.53
Accrued Interest on Bond	\$ 1,384,891.57
Accrued Interest on Bank Deposit Interest	\$ 3,590.56
Due to/from City of Calgary	--
<b>Fund Balance</b>	<b>\$83,637,243.85</b>