
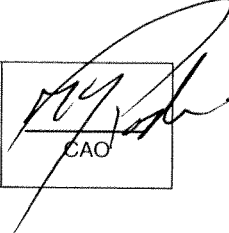


COUNCIL AGENDA/INFORMATION		
<input type="checkbox"/> Closed	Date: _____	Item # _____
<input checked="" type="checkbox"/> Reg. Council	Date: <u>25 June 2011</u>	Item # _____
<input type="checkbox"/> Supplemental	Date: _____	Item # _____

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DISTRICT OF WEST VANCOUVER
750 – 17TH STREET, WEST VANCOUVER, BC V7V 3T3

COUNCIL REPORT

Date: June 22, 2011 File No. 0500-01
 From: Nina Leemhuis, Chief Financial Officer
 Subject: **AmblesideNow/Public Safety Building Project Expense Report for the period ending May 31, 2011**

RECOMMENDED THAT:

The report entitled “AmblesideNow/Public Safety Building Project Expense Report for the period ending May 31, 2011” be received for information.

ANALYSIS:

In May, 2011, the proposed budget for the AmblesideNow/Public Safety Building project was reviewed by the Ambleside revitalization Commission and the Finance Committee and recommended for approval by Council. The budget is organized into three main components:

- 1) Overhead and Administration – is comprised mainly of project management fees, administrative support, tenant improvements and rent;
- 2) Public Safety Building Design and Construction– includes specialized and professional consulting services, architecture fees and fees and permits related to the programming, design and initial phase construction costs; and
- 3) Surplus lands – incorporates expenses related to the overall master planning of the Ambleside area and the public consultation process.

Council reviewed and approved the 2011 AmblesideNow budget on June 6, 2011.

To date, most expenditures have occurred within the Overhead and Expenditures component, totaling \$193,526 for project management, office renovations, public consultation and administrative expenses; well within the proposed budget for that category.

Expenditures related to the Public Safety Building portion of the project totaled \$15,764 for the 5 month period and are related to the functional programming and space analysis of Police, Fire and some Municipal Hall functions.

Expenses of \$ 94,918 related to the overall planning of surplus municipal lands have been incurred for the Arts Facilities Strategy and modeling.

Date: June 22, 2011
To: Finance Committee
From: Nina Leemhuis, Chief Financial Officer
Subject: **AmblesideNow/Public Safety Building Project
Expenses to May 31, 2011**

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Author:



Appendices: Appendix A - 2011 Expense Reports for AmblesideNow/Public Safety Building project

**District of West Vancouver
2011 Expense Report for AmblesideNow as at May 31, 2011
Administration Overhead Budget**

DESCRIPTION	January - February 2011 Budget	January - February 2011 Actuals	January - February 2011 Remaining Budget	March - December 2011 Budget	Total 2011 Budget	Costs to Date	% of Budget	Remaining Budget
Advertising/PR/Public Meetings	35,000	28,322	6,678	5,000	40,000	27,855	70%	12,145
Courier		16	(16)	2,500	2,500	126	5%	2,374
Equipment	3,000		3,000	25,000	28,000	4,230	15%	23,770
Utilities: Gas				10,000	10,000	0	0%	10,000
Utilities: Hydro				5,000	5,000	420	8%	4,580
Legal	10,000	4,501	5,499	2,500	12,500	4,501	36%	7,999
Administrator Temp. F/T	15,000		15,000	48,000	63,000	7,930	13%	55,070
Postage				1,500	1,500	0	0%	1,500
Printing	12,000		12,000	5,000	17,000	2,910	17%	14,090
Maintenance/Cleaning				10,000	10,000	300	3%	9,700
Supplies	5,000		5,000	5,600	10,600	936	9%	9,664
Telephone/IT	5,000		5,000	12,000	17,000	3,960	23%	13,040
Office Preparation	5,000	509	4,491	35,000	40,000	35,308	88%	4,692
Office Rent				45,000	45,000	16,233	36%	28,767
Commission Expenses				2,000	2,000	0	0%	2,000
Contingency	25,000	1,245	23,755	23,000	48,000	1,245	3%	46,755
Contract Services	60,000	33,352	26,648	210,000	270,000	87,572	32%	182,428
Administration and Overhead Total	175,000	67,945	107,071	447,100	622,100	193,526	31%	428,574

District of West Vancouver
 2011 Expense Report for AmblesideNow as at May 31, 2011
 Public Safety Building Design & Construction

DESCRIPTION	2011 Budget	Costs to Date	% of Budget	Remaining Budget
Architect & Planning	500,000			500,000
Programming	80,000	15,764	20%	64,236
Structural Engineering	150,000			150,000
Civil Engineering	50,000			50,000
Electrical Engineering	150,000			150,000
Mechanical Engineering	150,000			150,000
Environmental	50,000			50,000
Geotechnical	75,000			75,000
Landscape Architect	75,000			75,000
Survey	25,000			25,000
Code	50,000			50,000
Envelope	50,000			50,000
Interior Design	50,000			50,000
Other - Soft Construction Costs	300,000			300,000
Permits & Fees	150,000			150,000
Public Consultation/Communication	20,000			20,000
Collateral Material	40,000			40,000
Advertising	10,000			10,000
Development Management	20,000			20,000
Pre-construction/Quantity Surveying	30,000			30,000
Contingency	203,000			203,000
Public Safety Building Total	2,228,000	15,764		2,212,236

District of West Vancouver
 2011 Expense Report for AmblesideNow as at May 31, 2011
 Surplus Lands

Description	2011 Budget	Costs to Date	% of Budget	Remaining Budget
Consultants - Master Programming	40,000	4,163	10%	35,837
Planning Staff - Permanent	40,000		0%	40,000
Public Consultation/Communication	108,000	9,553	9%	98,447
Urban Arts	75,000	56,303	75%	18,697
Collateral Materials - Model	50,000	15,740	31%	34,260
Media Advertising - EOI	3,000		0%	3,000
Land Appraisals	42,000		0%	42,000
Legal	30,000	1,112	4%	28,888
Civil/Environmental Consultants	40,000	8,047	20%	31,953
Contingency	31,500		0%	31,500
Surplus Lands Total	459,500	94,918	21%	364,582

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