Regional Municipality of York Police Services Board

17250 Yonge Street, Newmarket, Ontario Canada L3Y 4W5
905-895-1231 or Toll Free: 1-877-464-9675 Ext. 7906
Fax: 905-895-5249 Web Site: www.yrpsb.ca

To Make a Difference in Our Community

October 12, 2005

Ms Sandra Cartwright
Commissioner of Finance and Treasurer
Regional Municipality of York
17250 Yonge Street
Newmarket, Ontario
L3Y 6Z1

Dear Ms Cartwright:

At its meeting on September 28, 2005, the Regional Municipality of York Police Services Board received the attached reports entitled **2006 Capital Budget and Forecast to 2015** and **2006 Operating Budget** from Chief Armand P. La Barge and approved all the recommendations contained in each report.

Therefore, on behalf of the Police Services Board, I am forwarding the 2006 Capital Budget, Carry-Forward Request, Ten-Year 2006 to 2015 Capital Forecast and the revised 2006 Operating Budget to Regional Council for its consideration. Further to the Board's direction, I am also requesting that Regional Council consider the establishment of a new reserve for the purpose of capturing year-end surpluses.

Yours truly,

C Phillipson

Connie Phillipson
Executive Director

c. Chief Armand P. La Barge

Attachments

York Regional Police

Chief of Police
Armand P. La Barge

17250 Yonge Street, Newmarket, Ontario, Canada L3Y 4W5
1-866-8POLICE TTY 1-800-668-0398 Fax 905-853-5810 www.police.york.on.ca

THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

28 SEPTEMBER 2005

Re: 2006 Capital Budget and Forecast to 2015

RECOMMENDATIONS:

(1) That the Police Services Board approve the proposed 2006 Capital Budget totalling $12,861,000; and,

(2) That the Police Services Board approve the request to Carry-Forward $720,000 of approved 2005 capital funds into 2006; and,

(3) That the Police Services Board approve in principle the Ten-Year 2006 to 2015 Capital Forecast totalling $139,155,000 for financial planning purposes; and,

(4) That the Police Services Board forward the 2006 Capital budget, Carry-Forward request and Ten-Year 2006 to 2015 Capital Forecast to Regional Council for their consideration.

SYNOPSIS:

The 2006 Capital Budget and Ten Year Forecast to 2015 outlines the major facility, vehicle, information technology, communication and specialized equipment requirements of York Regional Police, summarized as follows:

Description	Amount
2006 Capital Budget	$12,861,000
2005 Carry-Forward	$720,000
Ten-year Capital Forecast	$139,155,000

The 2006 Capital Budget and Forecast to 2015 contains funding for a combined Investigative and Support Services facility as recommended in the SNC-LavaLin ProFac Inc. report entitled, "York Regional Police Facility Requirement Analysis".

FINANCIAL IMPLICATIONS:

The 2006 Capital Budget, Carry-Forward and Ten Year Forecast to 2015 are funded from various sources, as follows:

Funding	2006 Capital Budget	2005 Carry-Forward	Ten-year Forecast
Operating Budget	$5,549,000		$62,969,000
Development Charge Collecitons	$160,000		$1,600,000
Debenture Proceeds	$7,152,000	$720,000	$74,586,000
Total	**$12,861,000.00**	**$720,000**	**$139,155,000.00**

BACKGROUND:

At the Police Services Board meeting on August 31, 2005, an overview of the 2006 Capital Budget was presented totalling $12,861,000 and a ten-year capital forecast to 2015 totalling $139,155,000. At the Board's meeting on September 22, 2005, the presentation was revised to include detailed information as follows:

Project	2006 Capital Budget	2005 Carry-Forward	Ten-year Forecast
Vehicles	$3,579,000		$45,819,000
Facilities	$3,501,000		$65,760,000
Information Technology	$2,517,000	$500,000	$3,642,000
Communication Equipment	$1,134,000	$220,000	$2,634,000
Specialized Equipment	$2,130,000		$21,300,000
Total	**$12,861,000**	**$720,000**	**$139,155,000**

Appendix 1 (attached) provides a summary of projected capital expenditures over the ten year period between 2006 and 2015 totaling $139,155,000. Appendix 2 (attached) provides a description of each of the 2006 capital projects of $12,861,000 and requests to carry-forward approved 2005 Capital Budget funds into 2006 of $720,000.

In addition to the September 22, 2005 Capital budget deliberations, SNC-Lavalin ProFac Inc. provided a report and presentation entitled, "York Regional Police Facility Requirement Analysis" that provided several recommendations including funding for a combined Investigative and Support Services facility. These funding recommendations have been submitted as part of the 2006 Capital Budget and Ten Year Forecast to 2015. The "Facility Requirement Analysis" report outlines the specific findings and recommendations from SNC-Lavalin ProFac Inc.

Armand P. La Barge,
Chief of Police.

APL:jc

York Regional Police

Appendix 1

2006Capital Budget and Forecast to 2015

Description	Project Type	2005 Carry Forward	(Cash Flow in $000's - Includes Contingency) 2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Total Project
Gross Expenditures													
Vehicles													
Vehicles - Replacement	Rehabilitation/Replacement		3,325	4,005	3,579	4,259	3,833	4,513	4,004	4,684	4,174	4,854	41,230
Vehicles - Additional	Growth/Expansion		254	254	254	254	171	171	171	171	171	171	2,040
Marine Patrol boat	Rehabilitation/Replacement										500		500
Police Helicopter	Rehabilitation/Replacement				400		1,250			400			2,050
Sub Total Vehicles		0	**3,579**	**4,259**	**4,233**	**4,513**	**5,254**	**4,684**	**4,174**	**5,254**	**4,845**	**5,025**	**45,819**
Facilities (excluding land acquisitions)													
Investigative and Support Services Facility	Growth/Expansion		3,501	28,008	4,251								35,760
Training Branch Facility	Growth/Expansion				7,000	7,000							14,000
Communications Facility	Improvement/Enhancement					1,000	4,000						5,000
#6 District Building	Growth/Expansion						2,000	8,000					10,000
Renovations to Existing Facilities	Rehabilitation/Replacement					500					500		1,000
Sub Total Facilities		0	**3,501**	**28,008**	**11,251**	**8,500**	**6,000**	**8,000**	**0**	**0**	**500**	**0**	**65,760**
Communication Equipment													
Radio System Infrastructure Upgrade	Improvement/Enhancement		1,134										1,134
Mobile Data Workstations	Improvement/Enhancement	220		500			500			500			1,500
Sub Total Communication Equipment		220	**1,134**	**500**	**0**	**0**	**500**	**0**	**0**	**500**	**0**	**0**	**2,634**
Information Technology													
Automated Palm Fingerprint Information System	Rehabilitation/Replacement		2,000										2,000
Computer Aided Dispatch/ Records Management System	Rehabilitation/Replacement	500					750						750
Network Security Upgrade	Improvement/Enhancement		350		125								475
YRP Information Network	Improvement/Enhancement		167										167
Facial Recognition - Blue Bear	Improvement/Enhancement			250									250
Sub Total Information Technology		500	**2,517**	**250**	**125**	**0**	**750**	**0**	**0**	**0**	**0**	**0**	**3,642**
Specialized Equipment													
Furniture	Improvement/Enhancement		280	280	280	280	280	280	280	280	280	280	2,800
Radios	Improvement/Enhancement		340	340	340	340	340	340	340	340	340	340	3,400
Specialized Equipment	Improvement/Enhancement		1,510	1,510	1,510	1,510	1,510	1,510	1,510	1,510	1,510	1,510	15,100
Sub Total Specialized Equipment		0	**2,130**	**2,130**	**2,130**	**2,130**	**2,130**	**2,130**	**2,130**	**2,130**	**2,130**	**2,130**	**21,300**
Total Gross Expenditures		720	**12,861**	**35,147**	**17,739**	**15,143**	**14,634**	**14,814**	**6,304**	**7,884**	**7,475**	**7,155**	**139,155**
Financing Sources													
Regional Sources													
Contribution from Operating (Tax Levy)		0	5,549	6,229	5,803	6,483	5,974	6,654	6,144	6,824	6,315	6,995	62,969
Development Charges		0	160	160	160	160	160	160	160	160	160	160	1,600
Debenture Proceeds		720	7,152	28,758	11,776	8,500	8,500	8,000	0	900	1,000	0	74,586
Total Financing		720	**12,861**	**35,147**	**17,739**	**15,143**	**14,634**	**14,814**	**6,304**	**7,884**	**7,475**	**7,155**	**139,155**
*** Debenture Repayment Sources**	Repayment												
Contribution from Operating (Tax Levy)		0	0	840	2,712	3,480	3,582	4,267	4,747	4,747	4,747	4,847	33,968
Development Charges			0	140	1,260	1,710	2,030	2,270	2,590	2,590	2,590	2,590	17,773
Total Debenture Requirements		0	**0**	**980**	**3,973**	**5,190**	**5,612**	**6,537**	**7,337**	**7,337**	**7,337**	**7,437**	**51,741**

Appendix 2: 2006 Capital Projects and Financing Requirements

Vehicles $3,579,000

Replacement Vehicles $3,325,000. York Regional Police utilizes a methodology to replace vehicles that are approximately two years old or at 120,000 kilometres. The replacement methodology was set at two years to maximize residual value for the vehicle at auction and minimize major component repair cost. The 120,000 kilometer maximum was chosen to closely coincide with the 100,000 kilometer power train warranty as negotiated by the multi-agency co-operative purchasing group. The financing for replacement vehicles will be through contributions from the Operating Budget (not debentured) which is a pay-as-you-go philosophy and consistent with prior years practice.

Additional Staff Vehicles $254,000. The additional staff vehicles will be partially funded $160,000 from Development Charges, with the remaining $94,000 funded from contributions to capital from the Operating Budget (not debentured).

The operating cost for both replacement and additional staff vehicles will be budgeted in the 2006 operating budget. The incremental impact of operating cost for additional staff vehicles is a total of $6,600 per annum (33,000 KM per vehicle * 4 vehicles * $0.05 per KM).

Investigative Services and Support Services Facility $3,501,000

To date, there have been a series of updates on the need for increased facilities to meet YRP's existing and growth needs. Management has prioritized facility needs and ranked the Investigative Services and Support Services facility as its top priority. This facility is estimated to cost $36,010,000 over three years, with the 2006 component being $3,501,000 for a potential land purchse, architect, permits and site studies. The financing for this project will be through debenture proceeds to be repaid over ten years by Development Charges (estimated at 40% growth) and contributions from the Operating Budget (estimated at 60%).

Radio System Infrastructure Upgrade $1,134,000

Radio enhancements to replace the multi-site controllers due to discontinuation of support for the existing controllers in the Motorola voice communication system. The project will be financed through debenture proceeds to be repaid from contributions from the Operating Budget over a five year term.

Automated Palm Fingerprint Identification System $2,000,000

The APFIS system is a replacement of the existing Motorola Automated Fingerprint Identification System due to revisions planned at the RCMP and Toronto Police Service. The project will be financed through debenture proceeds to be repaid from contributions from the Operating Budget over a five year term.

Network Security Upgrade $350,000

The Network Security Upgrade project is to comply with new RCMP standards specifying use of two-factor identification to obtain access to police computer systems. The project will be financed through debenture proceeds to be repaid from contributions from the Operating Budget over a five year term.

Mobile Work Stations / Data Radio Infrastructure Carry-Forward Request of $220,000 from the approved 2005 Capital Budget.

The Police Services Board approved a $1,000,000 project in 2004 to integrate the Mobile Work Station with the new CAD/RMS system. Due to the timing of the CAD/RMS project, only a portion of the required integration could be accomplished in 2005. Therefore as a result, the project manager has requested to carry-forward the residual $220,000 of approved 2005 funds. As noted in the 2005 capital budget, the financing for this project will be through debenture proceeds to be repaid over a five year term through contributions from the Operating Budget. There are no additional staffing or cost impacts to this project.

Information Network Project $167,000

The Information Network project will provide a multimedia approach to communication, information sharing and education. The project will be financed through debenture proceeds to be repaid from contributions from the Operating Budget over a five year term.

Computer-Aided Dispatch / Record Management System (CAD/RMS) Carry-Forward Request of $500,000 from the approved 2005 Capital Budget.

The original CAD/RMS replacement project, known as the Common Information Management Systems (CIMS) multi-agency project, failed to provide an adequate CAD/RMS replacement. Subsequently, a YRP-only replacement project totaling $3,762,000 received support from the Board to be implemented over two years with the approval of $1,500,000 in the 2004 capital budget and $2,262,000 in 2005. It is anticipated in 2005 a balance of $1,762,000 will be spent, resulting in a request to carry-forward the residual $500,000 of 2005 approved funds.

The financing for this project will be through debenture proceeds to be repaid over a five year term through contributions from the Operating Budget. This project will also require support staff; however the costs of these staff reside within the Five-Year Staffing Plan to be included in the 2006 Operating budget. Additionally, the system required an ongoing annual maintenance contract commencing in 2006 at a cost of $551,000 annually. It should be noted that the server hardware is leased over a three-year period with a total three-year commitment of $212,935.

Specialized Equipment $2,130,000

Specialized Equipment includes furniture, radios and other equipment previously containined in the Operating Budget. The purpose of moving these costs to Capital is to enbable them to become part of the Development Charge calculation and to maximize Development Charge revenues. The project will be financed through contributions from the Operating Budget (not debentured).

Chief of Police
Armand P. La Barge

York Regional Police

17250 Yonge Street, Newmarket, Ontario, Canada L3Y 4W5
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THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

28 SEPTEMBER 2005

Re: 2006 Operating Budget

RECOMMENDATIONS:

(1) That the Police Services Board approve the 2006 Operating Budget with a tax-levy impact of $164,127,000 including the addition of 67 officers and 35 civilian members, including a $5,549,000 contribution to the Regional Capital Reserve; and,

(2) That the Police Services Board forward the revised 2006 Operating Budget to Regional Council for their consideration; and,

(3) That the Police Services Board forward a request to Regional Council for the establishment of a new reserve for the purpose of capturing year-end surpluses; and,

(4) That the Police Services Board approve the Safer Communities – 1,000 Officer Partership Program (SC-TOPP) grant application covering the period October 23, 2003 to November 2007; and,

(5) That the Chief of Police, the Chair of the Police Services Board and Chair of the Regional Municipality of York authorize the Safer Communities – 1,000 Officer Partership Program (SC-TOPP) grant application and forward it to the Ministry of Community Safety and Correctional Services no later than September 30, 2005.

SYNOPSIS:

The total 2006 proposed tax levy requirements of $164,127,000 results in an increase of $13,454,000 or 8.9 percent from last year's budget, consisting of:

- contractual commitments
- an additional 67 officers and 35 civilians as outlined in the Five Year Staffing Plan
- a contribution to capital reserve
- increases to operating expenses in the areas of OPC tuition, debenture repayments, a CAD/RMS maintenance agreement, overtime, utility and other expenses.

The proposed increase is partially offset by the Safer Communities – 1,000 Officer Partership Program (SC-TOPP) grant revenue. The SC-TOPP grant application must be approved, signed and delivered to the Ministry of Community Safety and Correctional Services by September 30, 2005.

FINANCIAL IMPLICATIONS:

The total 2006 proposed tax levy requirements of $164,127,000 results in an increase of $13,454,000 or 8.9 percent over 2005 funding. Assuming a 4.7 percent increase in assessment growth revenue, the Operating budget regional tax-levy impact would be 1.12 percent.

BACKGROUND:

At the Police Services Board's meeting on August 31, 2005, an overview of the 2006 Operating budget was presented totalling $164,127,000. This represents an increase of $13,454,000 or 8.9 percent over the 2005 approved budget. At the Board's meeting on September 22, 2005, the presentation was revised based on new information received regarding the Safer Communities – 1,000 Officer Partership Program (SC-TOPP) grant application.

On August 12, 2005, Mr. R. Bain, Assistant Deputy Minister, Policing Services Division of the Ministry of Community Safety and Correctional Services, issued a memorandum to all Chiefs of Police within the Province of Ontario regarding the commencement of the Safer Communities – 1,000 Officer Partership Program (SC-TOPP). The program is a cost-sharing partnership between the Province of Ontario and municipalities designed to increase Officers in Community Policing and six targeted initiatives:

- Youth crime
- Dangerous offenders
- Guns and gangs
- Organized crime
- Domestic violence
- Protecting children from Internet luring and child pornography.

The SC-TOPP grant encompasses the sharing of both the salary related and overtime cost of new hires to a maximum of $35,000 per annum per officer including 50 percent of the overtime cost of new hires to a maximum of $5,000 per annum per officer. Only new Officers involved in Community Policing and the six targeted areas who increase the net strength of the police service above the October 23, 2003 actual complement qualify for this program.

Applications must be submitted to the Ministry no later than September 30, 2005, and include an action plan, which reflects retroactive hires between October 23, 2003 to March 31, 2005 and future hires from April 1, 2006 to November 2007. In accordance with the Board's direction, the application has been prepared with 67 additional Uniform hires in 2006 and 134 additional Uniform hires in 2007.

The Ministry will notify all applicants of its decision and confirm allocations by November 21, 2005. The municipality will then be required to enter into a two-year contractual agreement with the province. This agreement will require the Police Services Board to submit biannual reports to the Ministry on September 30 and March 15 of each year. The biannual reports will include actual salary and overtime cost incurred, confirmation of activities undertaken, and actual complement levels. Municipalities will be reimbursed in arrears subsequent to the submission of the biannual report.

When factoring in all known budget pressures at this time, and assuming a 4.7 percent increase in assessment growth revenue annually between 2006 and 2008, the 3-year operating budget forecast is as follows:

	2006	2007	2008
Base Budget	150.7	164.1	179.8
i) Salaries and Wages			
Increases for collective agreement & reclassification	5.0	4.2	4.3
Increase in Court and Overtime	0.1	0.1	0.1
5-year staffing plan impact	8.8	8.9	9.0
ii) Benefits - Cost increases	1.0	0.7	0.7
iii) Programs			
Increase in Operating Expenses	1.5	0.6	0.6
Changes in revenues, grants and recoveries	(3.4)	0.0	0.0
Increase in debentures	0.9	0.8	1.5
iv) Incremental contribution to capital	(0.4)	0.4	0.3
Draft Operating Budget	**$164.1**	**$179.8**	**$196.3**
Incrementatal Budget Increase ($)	$13.5	$15.7	$16.5
Incrementatal Budget Increase (%)	8.9%	9.5%	9.2%
Estimated Assessment Revenue (4.7%)	$7.1	$7.7	$8.5
Tax Levy Impact ($)	$6.4	$7.9	$8.1
Tax Levy Impact (%)	**1.12%**	**1.40%**	**1.42%**

The 67 additional officers have been budgeted at a 4th Class Constable salary and gapped based on direction from regional staff to be consistent with prior year's direction from the Finance and Administration Committee.

The Board also received information regarding a request to establish a reserve for the purposes of:

- Legislative requirements
- Overtime deficits
- Costs associated with unfavourable legal rulings
- Year-end surplus funds carried forward and reapplied in the following year

The benefits of the new reserve is increased accountability and greater flexibility for "one-time" unplanned emergency situations that could result in a year-end budget deficit. The process to establish a new reserve requires a request to Regional Council.

Armand P. La Barge,
Chief of Police.

APL:jc

York Regional Police

Chief of Police
Armand P. La Barge

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THE REGIONAL MUNICIPALITY OF YORK
POLICE SERVICES BOARD

REPORT OF THE CHIEF OF POLICE

28 SEPTEMBER 2005

Re: Facility Requirement Analysis

RECOMMENDATIONS:

1. That the presentation and report entitled "York Regional Police Facility Requirement Analysis" from SNC Lavalin ProFac Inc. be received; and,

2. That the Police Services Board adopt the following recommendations, in principle in connection with the combined Investigative and Support Services facility:

   (1) To approve as a first priority, phased development of a combined Investigative Services and Support Services facility to consolidate multiple existing leased facilities; and,

   (2) That the Chief be authorized with the combined Investigative and Support Services facility project to enter into negotiations with the Town on Aurora for a land lease/transfer at Highway 404 and Wellington Street East; and,

   (3) That the Chief be authorized to commission a workplace needs analysis, detailed design and construction cost estimate for the facility; and,

   (4) That $3,501,000 be allocated in the 2006 Capital budget with the anticipated balance of $32,259,000 be included in the 2007 and 2008 Capital Forecast.

3. That the Chief be authorized to continue negotiations with Seneca College and other partners in developing a consolidated Training and Education Bureau; and,

4. That the Chief be authorized to continue discussions on potential joint accommodation initiatives as outlined in the Region's Strategic Accommodation Plan, particularly with regard to call centres, training and the future of Police Headquarters; and,

5. That the Chief be authorized to commence a District Office service delivery strategy and accommodation plan.

SYNOPSIS:

As the Police Services Board is aware, there is an increased demand for facilities to meet existing and growth needs. In the 2005 Capital Budget, the Police Services Board approved funds for a Facility Requirements Analysis which has been performed by SNC-Lavalin Profac. This report outlined the types of facilities to meet accommodation requirements and to set out recommendations for the work that needs to be done in order to build appropriate facilities in a strategic and cost effective manner. The Board received a presentation and report at its September 22, 2005 meeting which included several recommendations.

FINANCIAL IMPLICATIONS:

The combined Investigative and Support Services project funding recommendations have been submitted as part of the 2006 Capital Budget. The 2006 Capital budget includes $3,501,000 with an anticipated balance of $32,259,000 in the 2007 and 2008 Capital Forecast

BACKGROUND:

York Regional Police retained SNC Lavalin Profac Inc. to conduct a requirements analysis to identify the need for new facilities. The study stated that the existing real estate portfolio is no longer viable. Specifically, a piecemeal approach to procuring leased space has increased long-term costs, and has not been successful in meeting specialized police accommodation needs.

Four proposed facilities were reviewed including a combined Investigative and Support Services facility, a new Training and Education facility, a new Police 911 Communications Centre and a new District Headquarters. All four of the facility requirements were deemed "pressing" given the shortcomings of the existing accommodation portfolio. Given ProFac's knowledge of the overall needs of Regional Departments, it integrated this knowledge to identify potential partnership opportunities between the Region and the York Regional Police.

The report indicated York Regional Police is spending more than it should for police facilities by leasing accommodations for long-term requirements, leading to higher spending on leasehold improvements, piecemeal additional leases for expansion, higher operating costs, and the exposure to the risk of rising rental rates.

The report concluded with several major findings and recommendations based on staff growth by facility with staffing projections to 2015 that require the approval of the Police services Board.

Armand P. La Barge,
Chief of Police.

APL:jc