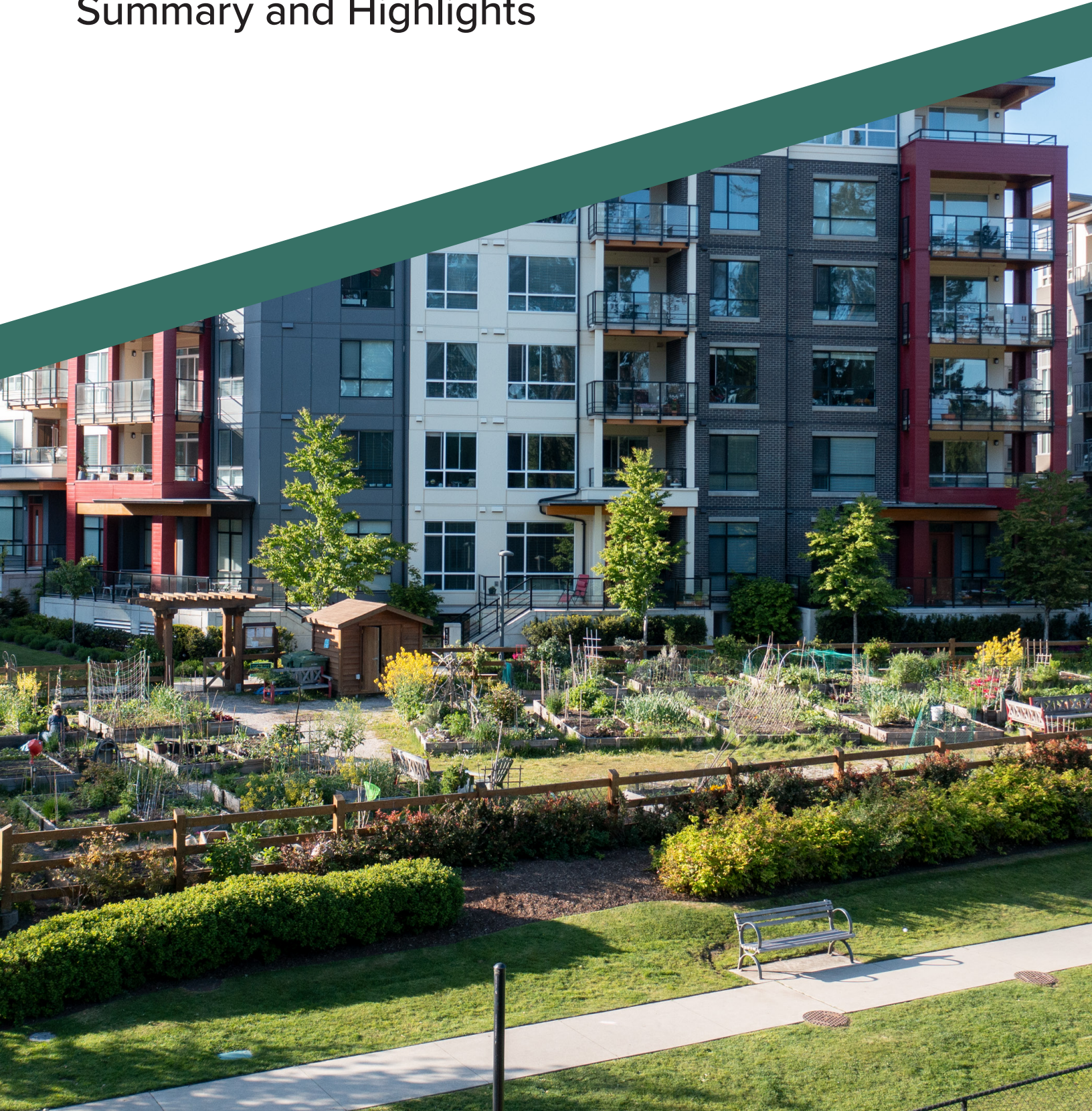


2025-2026

DRAFT BUDGET

Summary and Highlights



Overview

This is a public consultation package provided by the University Neighbourhoods Association to the community for the purpose of receiving feedback on the 2025-2026 draft budget.

The package contains key information; including the UNA Strategic Plan, an overview of the budget process, a summary of budget highlights and changes, the draft operating and capital budgets (developed with input from the UNA Board of Directors, the UNA Finance & Audit Committee, and staff, and guided by the UNA Strategic Plan), and information on how to submit feedback.

For more information about the draft budget, including the first draft budget review reports, the budget process and the consultation process, please visit myuna.ca/budget2025.

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UNA Strategic Plan

The University Neighbourhoods Association is guided by its strategic plan.

The UNA's strategic plan includes five strategic directives: governance, advocacy, environmental sustainability, creating connection and organizational capacity. The budgeting process is an important way for the UNA to financially back its strategic objectives with concrete actions.



Governance

Strengthen the UNA's role as the administrative body of the University Neighbourhoods, with the authority, autonomy and scope of responsibilities required to meet the needs of the diverse and growing community, raise sufficient financial resources, regulate in public spaces, and effectively represent the interests of the Neighbourhoods.



Advocacy

Enhance the capacity of the UNA to represent the University Neighbourhoods, and to advocate on behalf of the community in discussions with the University of British Columbia as well as with a range of other public bodies whose decisions and services affect the University Neighbourhoods.



Environmental Sustainability

In close collaboration with UBC, create opportunities for the organization and the community to reduce the University Neighbourhoods' ecological footprint, take action on climate change, protect the natural environment and position the Neighbourhoods as a leader in environmental sustainability.



Creating Connection

Develop the opportunities, materials and tools to engage residents, irrespective of differences in language, culture and background, in UNA services, UNA decision-making, and efforts to build a strong sense of community.



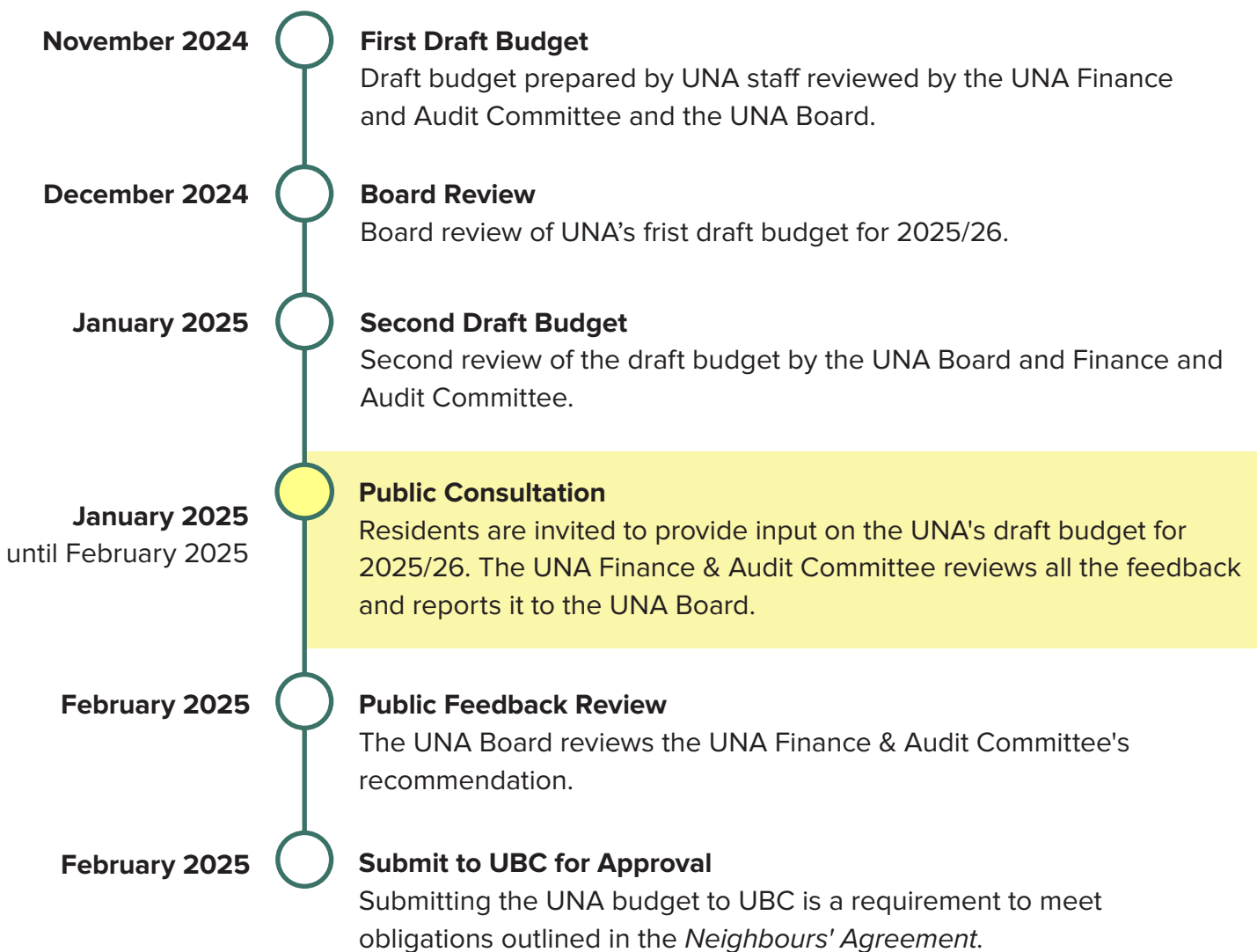
Organizational Capacity

Ensure that the organization has the people and resources in place to support the Board in its work, take decisive action on the UNA's strategic priorities, and meet the local service needs of the community in innovative and cost-effective ways.

Budget Development Process

The annual budgeting process is an essential component of the UNA’s financial planning, management, and control. The purpose is for the UNA to plan the management of its resources, revenues, and expenditures in order to best serve the community and to help the organization meet its strategic goals.

The budget development process is summarized in the following chart:



Changes and Highlights

The 2025-2026 budget plan is developed by combining a review of actual spending data, historical trends, and the existing budget as a guideline, along with estimates based on economic forecasts and other anticipated impacts on revenues and spending for the following year. This plan provides a financial roadmap for the UNA to manage its resources, revenues, and spending to best serve the community.

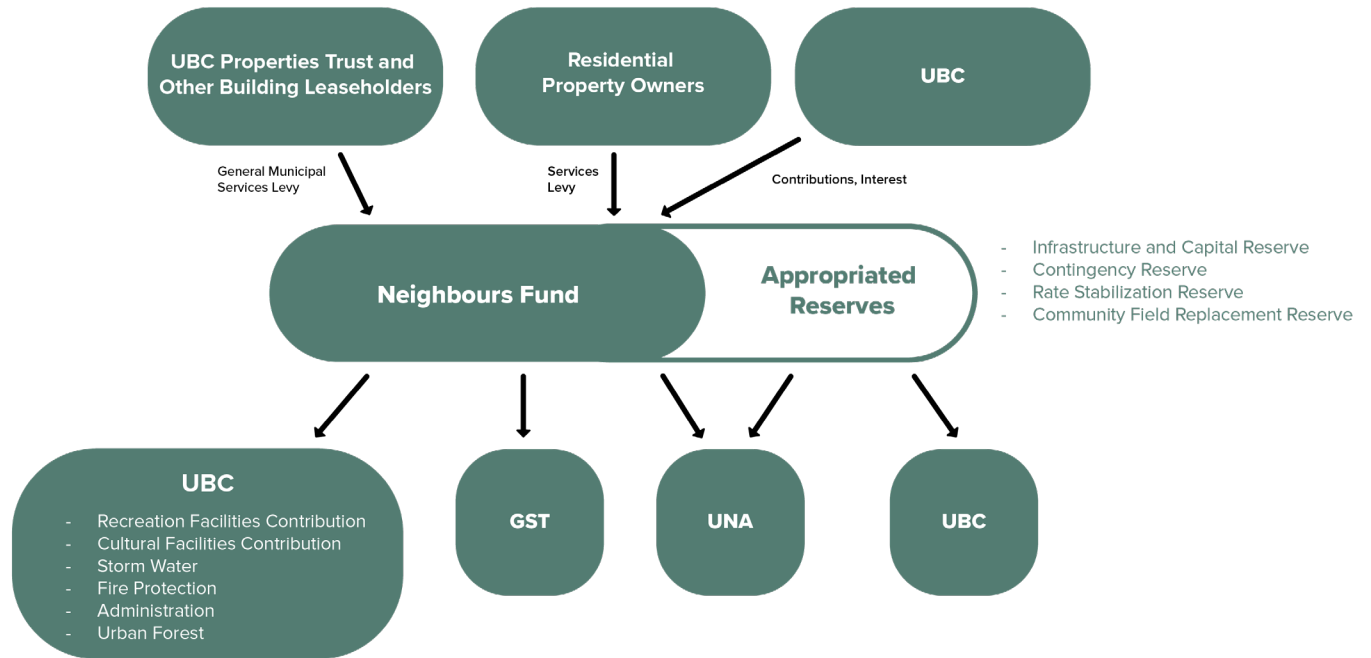
The 2025-2026 budget includes two different sections: the Operating Budget and the Capital Budget. The Operating Budget covers the day-to-day operations that keep all the UNA services running smoothly. The Capital Budget covers the expenditures spent on asset items to support UNA's services. Some key assumptions that have been built into the Operating Budget and the Capital Budget are listed below.

Revenue

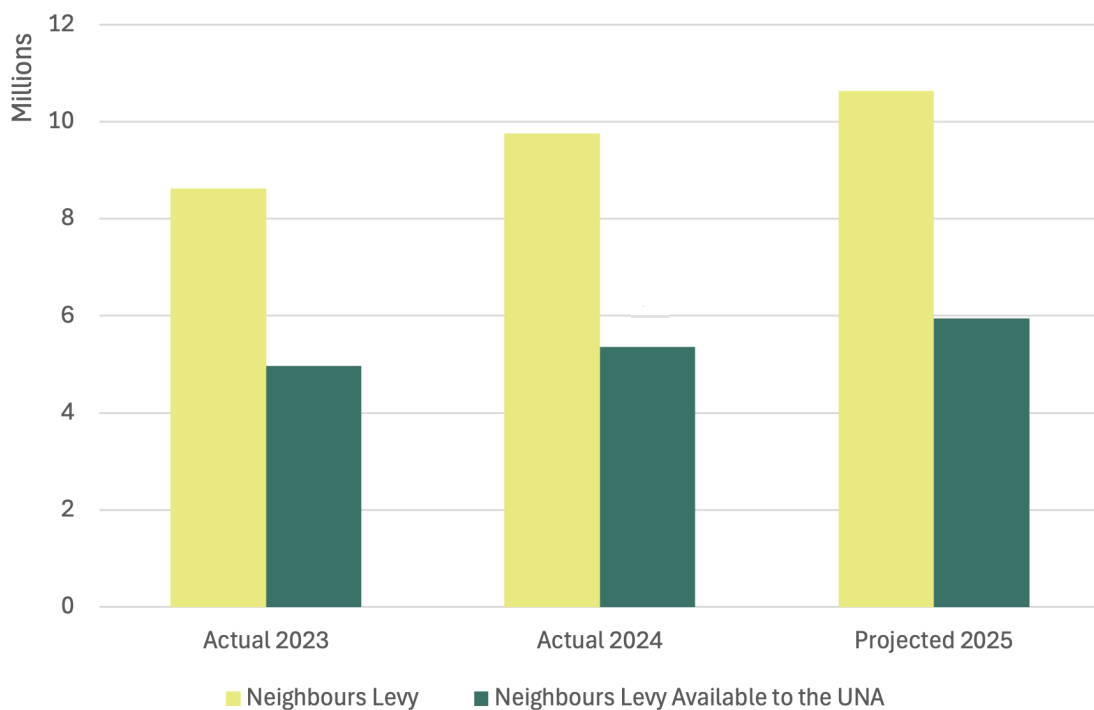
- Revenue from the Neighbours Levy (NL) is estimated to increase by \$0.9M, reaching a total of \$10.6M. This projection is based on the City of Vancouver's (CoV) latest approved property tax increase of 3.9%, the completion of new residential buildings, and the most recent assessment projections.
- The Infrastructure Replacement Reserve is now combined with the Capital Replacement Reserve and the combined rate used in this budget is 3.9% of the Neighbours Levy. This has been done to reflect the terms of the reserves in the Neighbours Agreement 2024.
- The Community Field Replacement Reserve contribution has not yet been finalized and the tentative amount budgeted for FY2025/26 is \$75K, based on the replacement cost of \$1M plus annual inflation of 3% for 10 years.
- Urban forest costs are still under discussion and are budgeted at a maximum of \$80K.
- The budgeted amount for the Recreation Facilities Charge is calculated using the formula detailed in the Neighbours Agreement 2024: population times per capita rate (currently using an estimation and will be adjusted accordingly once the information becomes available). This amount will also be adjusted by the inflation rate once the fiscal year ends in March 2025.
- The budgeted amount for the Cultural Facilities Charge is \$40K plus inflation, based on the Neighbours Agreement 2024.
- The budget assumes a 3% overall inflation in FY2025/26 for expenses and 4% for wages and salaries.
- The UBC Properties Trust (UBCPT) Common Area Maintenance Support is confirmed to be \$590K for FY2025/26. This amount is anticipated to gradually reduce over time based on the steady growth of the NL.
- This version has a balanced operating budget.
- The budget for capital projects for the year is \$321.7K. The majority of the capital budget will go towards parks and roadway enhancements, such as adding shading structures in parks and upgrading park pathway lighting features.
- Capital projects will be funded through the UNA Capital Reserve.

Neighbours' Fund

Flow of Money



Neighbours Levy



UBC NEIGHBOURS FUND

Projected amount of Neighbours Levy available to the UNA

	2024 Actuals	2025 Projected
Neighbours Levy (Services Levy and GMSL)	\$ 9,755,547	\$ 10,625,000
Contributions to Reserves		
Infrastructure and Capital Reserve	(370,711)	(414,375)
Rate Stabilization Reserve	(97,555)	(106,250)
Community Field Replacement Reserve	(75,000)	(75,000)
Total Contributions to Reserves	(543,266)	(595,625)
UBC Withdrawals		
Administration Fee	(87,000)	(87,000)
Urban Forest Cost	0	(80,000)
Stormwater Sewers	(675,000)	(760,000)
Fire Services Charge	(2,181,974)	(2,227,799)
Recreation and Cultural Facilities Charges	(817,806)	(833,377)
Total UBC Withdrawals	(3,761,780)	(3,988,176)
Net Amount of Neighbours Levy	5,450,501	6,041,199
GST (Net of UBC GST Credit)	(89,352)	(99,036)
AMOUNT AVAILABLE TO THE UNA	\$ 5,361,148	\$ 5,942,163

- Under the 2024 Neighbors Agreement, the Infrastructure Replacement Reserve and the Capital Reserve have been combined. The reserve rate for 2024 is set at 3.8% and will increase to 3.9% in 2025. It will continue to rise by 0.1% annually, reaching 4.2% by 2029.
- The contributions for 2024 and 2025 are estimated based on future replacement costs.
- Urban Forest Cost is still under discussion with UBC and the amount shown is the possible maximum
- UBC's fees and expenses cover all administrative duties, including the costs of the annual audit.
- Recreation and Cultural Facilities Charges 2024 amount included \$88.7K amount owing for 2021. Projected 2025 amount is calculated based on population of 16,003 times per capita rate of \$49.50 (last year's per capita rate of \$48.06 plus 3% inflation assumption). Community Access is set at 40K plus 3% inflation.
- The amount available to the UNA is for its fiscal year beginning in the calendar year.

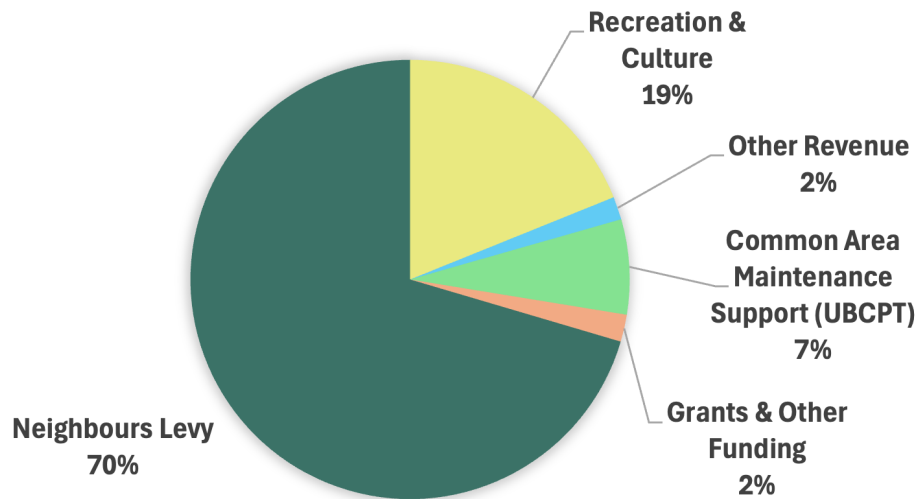
Draft Operating Budget Overview

The Operating Budget covers day-to-day operations that keep UNA services running smoothly.

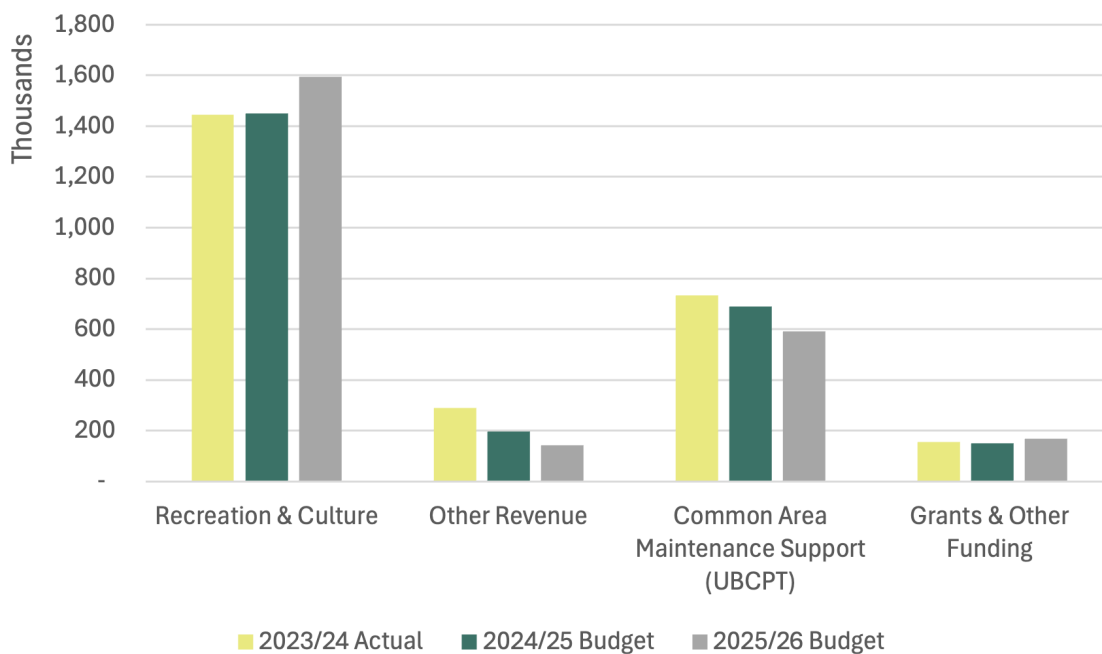
REVENUE

The UNA's budgeted revenue for FY2025/26 is \$8,436,561, an overall increase of 4%, compared to the FY2024/2025 budget.

2025/26 Budget Revenue



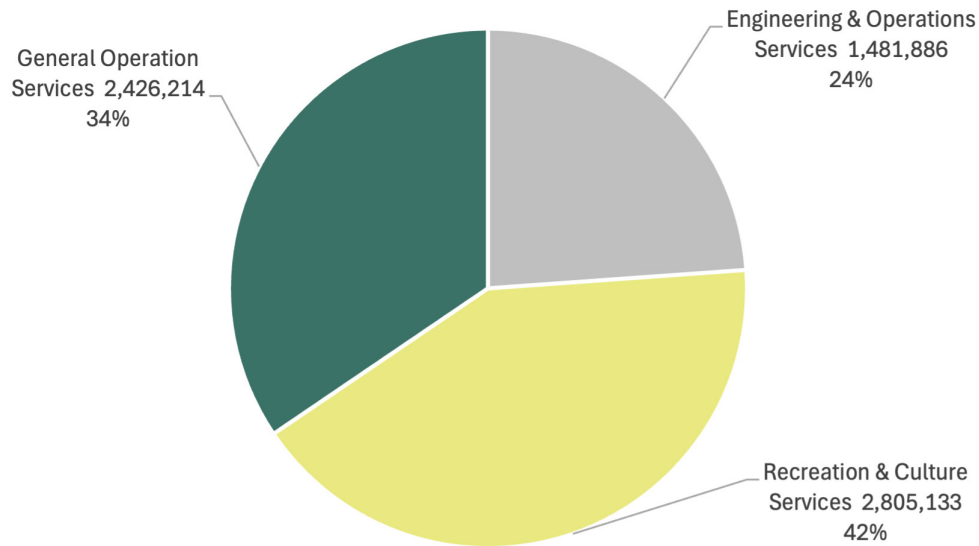
Revenue - Other than Neighbours Levy



EXPENDITURES

Total budgeted expenditures for FY2025/26 are \$8,436,561, an overall increase of 4% compared to the FY2024/25 budget.

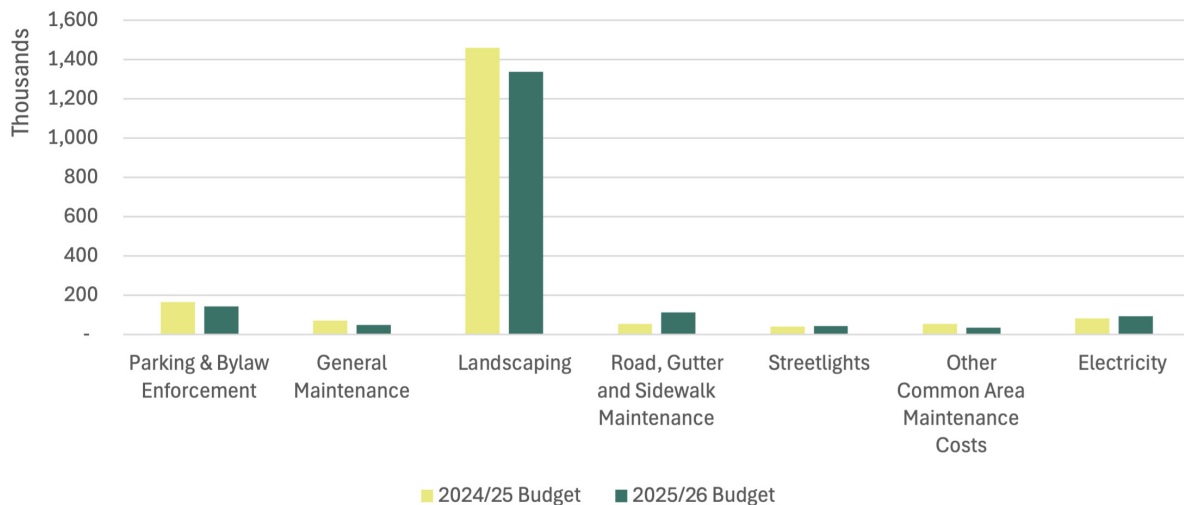
2025/26 Budget Expenditures



Engineering and Operations Services

Total expenses will be \$1.8M, a reduction of 6% from FY2024/25 due to changes in the cost of bylaw enforcement and only keeping general maintenance projects.

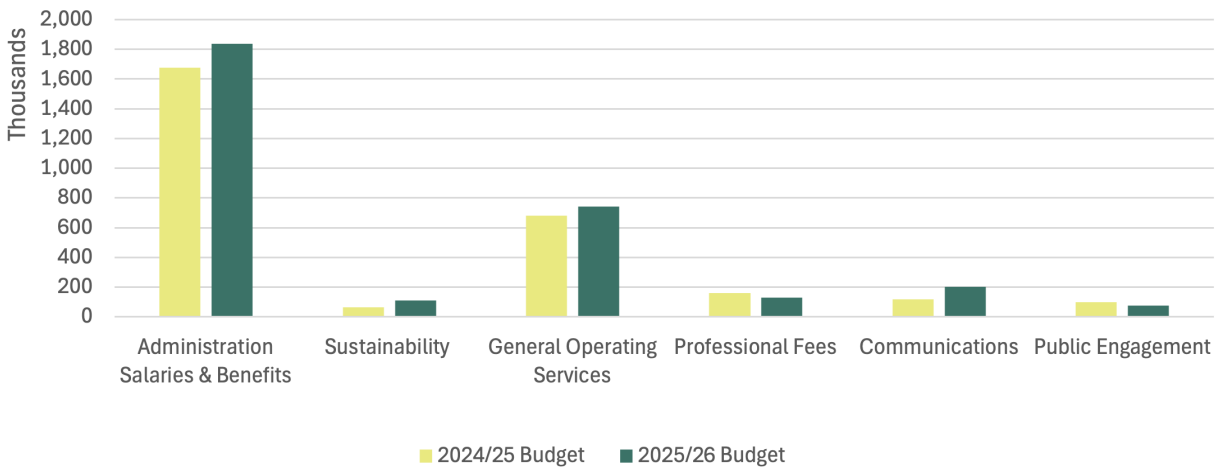
Engineering & Operations Services



General Operation Services

The total expenses will be \$3.1M compared to the FY2024/25 budget at \$2.8M. Total increase is at 11% and mainly for an added social media position and new projects next fiscal for sustainability.

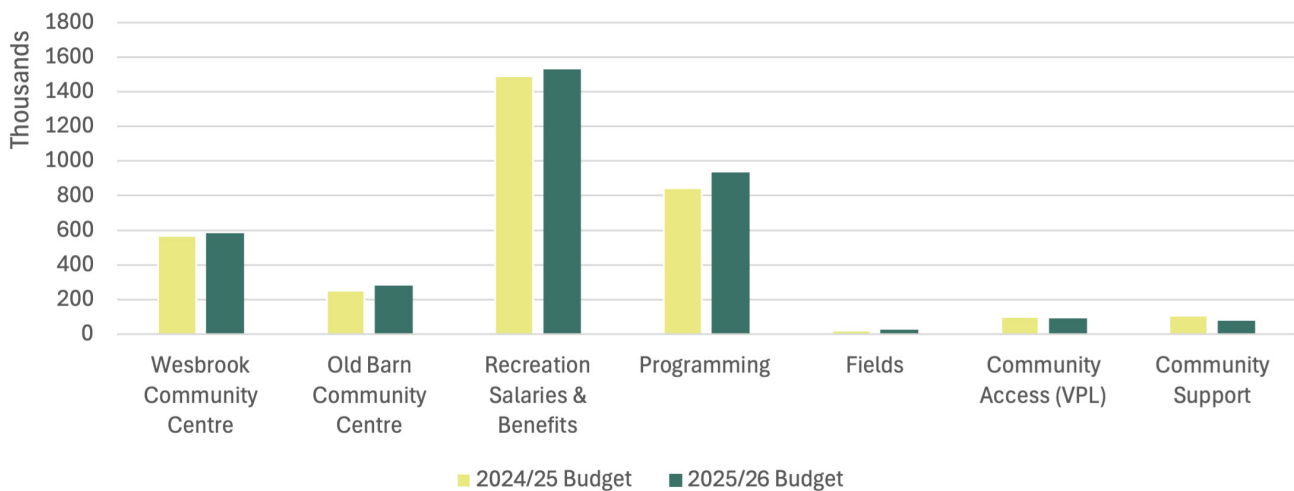
General Operation Services



Recreation and Culture Services

Overall expenses will be \$3.5M (+4%) compared to the FY2024/25 budget of \$3.4M, mainly for programming and increasing waste removal services for the centres.

Recreation & Culture Services



REVENUE

Draft Operating Budget 2025-2026

University Neighbourhoods Association	2023-2024 Actuals	2024-2025 Budget	2025-2026 Draft
REVENUE			
Payments from UBC			
Neighbours Levy	\$ 5,040,600	5,627,244	\$ 5,942,163
Total Payments from UBC	5,040,600	5,627,244	5,942,163
Recreation and Culture			
Wesbrook Community Centre	298,777	327,000	347,000
Old Barn Community Centre	122,694	125,425	129,740
Programming	918,636	886,770	992,000
Playing Fields and Park Rentals	105,324	109,700	125,000
Total Recreation and Culture	1,445,431	1,448,895	1,593,740
Other Revenue			
Parking	180,538	144,525	50,000
Miscellaneous	109,570	50,933	92,158
Common Area Maintenance Support (UBCPT)	733,256	690,000	590,000
Total Other Revenue	1,023,364	885,458	732,158
Grants and Other Funding			
External Grants and Miscellaneous	155,693	150,250	168,500
Total Grants and Other Funding	155,693	150,250	168,500
TOTAL REVENUE	\$ 7,665,088	8,111,846	\$ 8,436,561

EXPENDITURES

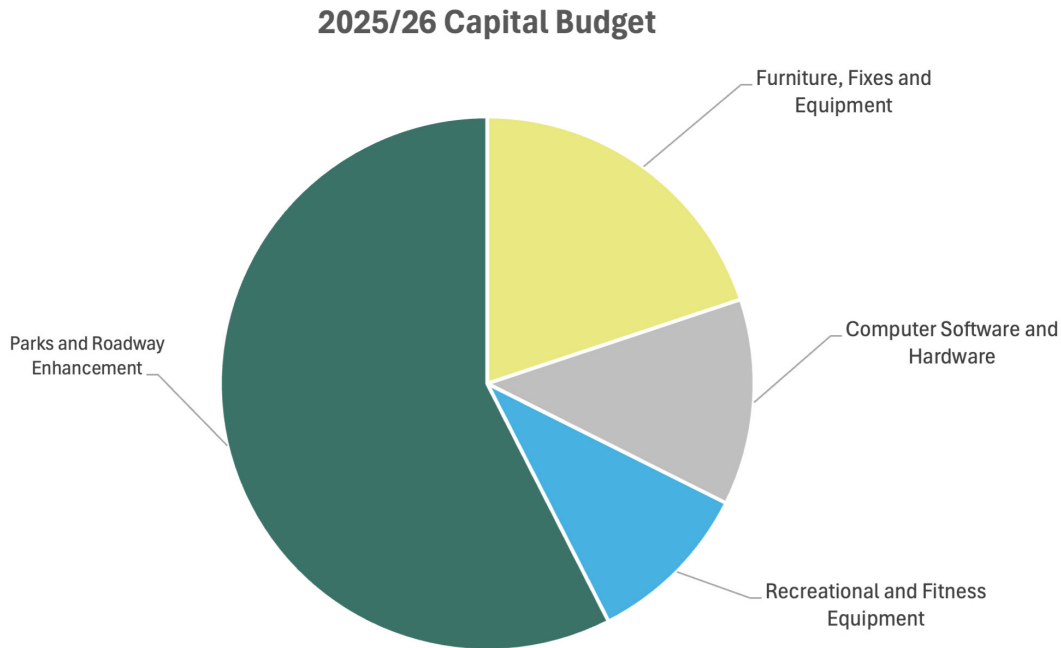
Draft Operating Budget 2025-2026

University Neighbourhoods Association	2023-2024 Actuals	2024-2025 Budget	2025-2026 Draft
EXPENDITURES			
Engineering and Operations Services			
Parking and Bylaw Enforcement	\$ 125,280	165,886	\$ 144,592
General Maintenance	68,256	71,066	48,198
Common Area Maintenance Fees			
Landscaping	1,078,370	1,461,259	1,338,430
Road, Gutter and Sidewalk Maintenance	42,312	56,228	112,914
Streetlights	46,901	42,500	43,775
Electricity	76,893	84,000	94,520
Other Common Area Maintenance Costs	43,874	55,125	36,779
Total Engineering and Operations Services	1,481,886	1,936,064	1,819,208
Recreation and Culture Services			
Wesbrook Community Centre	522,297	568,036	581,677
Old Barn Community Centre	215,896	252,515	281,364
Recreation Salaries and Benefits	1,100,598	1,490,386	1,529,371
Programming	810,224	843,313	935,483
Fields	30,876	20,000	25,600
Community Access (VPL)	84,100	100,000	90,000
Community Support	41,142	105,550	77,232
Total Recreation and Culture Services	2,805,133	3,379,800	3,520,726
General Operation Services			
Administration Salaries and Benefits	1,532,234	1,674,898	1,838,426
Sustainability	40,492	62,338	110,722
General Operating Services	530,114	680,798	742,149
Professional Fees	155,668	159,200	128,000
Communications	106,107	119,300	203,329
Public Engagement	61,600	99,450	74,000
Total General Operation Services	2,426,214	2,795,983	3,096,626
TOTAL EXPENDITURES	6,713,234	8,111,847	8,436,561
SURPLUS OR (DEFICIT)	951,854	0	0

Draft Capital Budget

The Capital Budget covers the expenditures spent on asset items. The UNA is focused on making investment decisions that align with the strategic plan priorities.

The Capital Budget for FY2025/26's total is \$321,700.



CAPITAL PROJECTS

Draft Capital Budget 2025-2026

University Neighbourhoods Association	2023-2024 Actuals	2024-2025 Budget	2025-2026 Draft
CAPITAL PROJECTS			
Leasehold Improvement	80,000	15,000	\$ -
Furniture, Fixtures and Equipment	59,568	63,000	64,000
Computer Software and Hardware	14,910	56,500	40,200
Website	-	17,500	-
Multimedia Equipment	59,867	-	-
Recreational and Fitness Equipment	33,372	25,000	32,500
Parks and Roadway Enhancement	-	13,200	185,000
TOTAL CAPITAL PROJECTS COSTS	248,172	190,200	321,700
TRANSFERS FROM RESERVES, UNRESTRICTED NET ASSETS AND OTHERS			
Transfer from UNA Capital Reserve	(248,172)	(190,200)	(321,700)
BALANCE	-	-	\$ -

STRATEGIC PRIORITIES AND THE 2025-2026 BUDGET

UNA Priorities	2025-2026 Budget	Amount
Creating Connection	Entertainment Package - Stage & Lighting	\$ 20,000
	Event & Volunteer Coordinator	61,000
	Community Planting Events	7,000
	Sustainability Materials	3,000
	The Campus Resident - Seasonal Workshops	1,000
	Social Media Specialist	46,800
Environmental Sustainability	Repair Café / Monthly Zero Waste Fair	15,000
	Bike Kitchen Pop-Up Events	5,000
	Green Depot New Role	50,000
Governance	UNA Society Membership Drive	3,000
Organizational Capacity	Additional Funds for Staff Events	2,000
Responsible	Fitness Centre (WCC) Upgrades (Equipment)	25,000
	Early Childhood Equipment Replacement	7,500
Service Oriented	Shade structures - 2 park	50,000
	Water fountains x 3	23,000
	Wesbrook Outdoor Plug for Events	10,000
	Park pathway lighting adaptor upgrades	125,000
Total		\$ 453,300

Reports

Detailed information about the draft budget and the budget process can be found in the reports linked below, or by visiting myuna.ca/budget2025.

- **UNA Budget Process (Download PDF)**
Presented to the UNA Board of Directors at the October 2024 board meeting.
- **First Draft Budget (Download PDF)**
Includes the detailed draft Operating Budget and Capital Budget. Submitted to the UNA Board of Directors at the November 2024 board meeting.
- **Second Draft Budget (Download PDF)**
Includes the detailed draft operating budget and capital budget. Submitted to the UNA Board of Directors at the January 2025 board meeting.

Feedback

Please send your comments on the 2025-2026 draft budget to the UNA Finance Department by emailing finance@myuna.ca.

The deadline to submit comments is at **February 5, 2025, 12 p.m.**

All comments received by the deadline will be provided to the UNA's Finance and Audit Committee for review and then to the UNA Board of Directors to consider during the February board meeting. For more information about the board meeting schedule and how to attend, please visit myuna.ca/board-meetings.

University Neighbourhoods Association

202-5923 Berton Avenue
Vancouver, BC
V6S 0B3

(604) 827-5158
reception@myuna.ca
www.myuna.ca