CITY OF WINNIPEG POLICY NO. PD-027

POLICY TITLE	ADOPTED BY	EFFECTIVE DATE
Real Estate – Land Operating Reserve Fund	City Council	September 29, 2021
ORIGIN / AUTHORITY	**CITY POLICY NO**	**MOST RECENT CONSOLIDATION**
City Council	PD-027	July 13, 2023

This document is an office consolidation of amendments to the policy. The City of Winnipeg expressly disclaims any responsibility for errors or omissions.

1. Purpose:

The policy determines how proceeds or revenues are deposited into the Land Operating Reserve Fund, and identifies authorized expenditures out of the Land Operating Reserve Fund.

2. Definitions:

"Council" means the municipal Council of the City;

"City" means the municipal corporation of The City of Winnipeg, continued under section 8 of the Charter;

"City Property" means all or a portion of the interests, benefits and rights inherent in the ownership of physical real estate that is owned by the City;

"Director of PPD" means the director of the City department responsible for planning and land use, which, on the date this policy is enacted, is the Director of the City's Planning, Property and Development Department;

"Historical Resource" means a building or other resource that is on the List of Historical Resources established under the Historical Resources By-law No. 55/2014, as amended from time to time;

"Land Operating Reserve Fund" means an accounting fund managed by the City of Winnipeg in which funds resulting from the sale of surplus City-owned property accumulates;

"Lease" means an agreement between a landlord and tenant or a lessor and lessee, which may include the City acting as the landlord or lessor or acting as the tenant or lessee, for the exclusive use of property for a specified period of time, and represents an interest in land;

"Licence" means an agreement between a landlord and tenant, which may include the City acting as the landlord or acting as the tenant, and does not represent an interest in land or an exclusive use; and

"Sale" means the transfer of the full or partial bundle of rights, including but not limited to fee simple ownership or an easement.

3. Land Operating Reserve Fund Policy

3.1 The purpose of the Land Operating Reserve Fund is to reduce the need for the issuance and sale of debentures required for:

A. The acquisition and selling costs associated with the Sale of City Property; and

B. The maintenance and capital improvement costs associated with the Lease or Licence of City Property.

3.2 Revenues are restricted to the gross proceeds from the sale of City Property and interest earned.

3.3 Council is authorized to approve any source or use of funds other than the following disbursements:

A. The cost of acquisition of properties for resale and other expenditures related to the acquisition, sale, improvement and disposition of such properties;

B. Subject to a maximum (non-accumulating) annual disbursement of $250,000:

i. The cost of maintenance and capital improvements of leased or licensed City-owned properties; and

ii. The cost of maintenance and capital improvements for the following Historical Resources:

- Le Musee de Saint-Boniface Museum (494 Tache Avenue);
- Transcona Historical Museum (141 Regent Avenue West);
- Seven Oaks House Museum (50 Mac Street);
- Ross House Museum (140 Meade Street North);

- The Historical Museum of St. James-Assiniboia (3180 Portage Avenue); and

- Grants Old Mill (2777 Portage Avenue).

3.4 The proceeds from the sale of City Property are to be allocated on an annual basis as follows:

A. 5% of gross sale revenue to the Gail Parvin Hammerquist Fund;

B. 5% of gross sale revenue to the Enhanced Land Marketing Program;

C. 15% of gross sale revenue to a maximum of $1.2 million, the first $235,000 of which is transferred to the General Revenue Fund (for programming grants to General Council of Winnipeg Community Centres) followed by up to $965,000 to the General Capital Fund (for the Community Centre Renovation Incentive Grant Program), both subject to Council approval annually' and

D. 3% of gross sale revenue to tree planting initiatives.

3.5 In order to sustain the business operations supported by the Land Operating Reserve Fund, equity is allowed to accumulate within the Land Operating Reserve Fund.

3.6 Expenditures out of the Land Operating Reserve Fund that are consistent with the intent of this policy may be authorized by the Fund Manager.

3.7 Any expenditure out of the Land Operating Reserve Fund that is not consistent with the intent of this policy requires Council approval.

4. Responsibilities

4.1 The Director of PPD will act as the Fund Manager of the Land Operating Reserve Fund.