Established Area Linear Levy Pilot

Reimbursement Process Update for Unique Case of City-Led Construction

After eligibility has been confirmed for reimbursement through the Established Area Linear Levy Pilot for a public, local-sized water or wastewater, an Applicant can request that The City design and construct the upgrade or The City can choose to construct a complex upgrade. Utilities Delivery will follow the process in this document to obtain reimbursement after construction. Prior confirmation of eligibility will be rendered void if the following milestones are not achieved.

1. Utilities Infrastructure Planning works with Utilities Delivery to evaluate if there are available resources for The City to construct the upgrade.
2. The Applicant must confirm that the construction timing is appropriate for their development timing.
3. Upon confirmation of City resources to design and construct the upgrade, Utilities Delivery determines a cost estimate (Class 5) for delivery of the project.
4. Utilities Infrastructure Planning informs the Applicant that Utilities Delivery can construct the upgrade and at the preliminary cost estimate. The Applicant decides whether they want to pursue the upgrade because they are expected to prepay the entire cost unless there have been accommodation by Utilities Infrastructure Planning or Utilities Delivery.
5. The Applicant submits the Reimbursement Request Form found on the website at: Established Area Linear Levy Pilot
6. Utilities Delivery refines the cost estimate (from Class 5 to Class 2 or 3). Utilities Infrastructure Planning informs the Applicant of this Class 2 or 3 cost estimate.
7. The Applicant submits full upfront payment based on this Class 2 or 3 cost estimate to Development Commitments which is the group that sets up Indemnification Agreements.
8. Development Commitments facilitates a reimbursement agreement with the Applicant based on Class 2 or 3 cost estimate. The prepayment has a maximum reimbursement of $1.0 million per upgrade triggered.
9. The Applicant reviews and signs the legal reimbursement agreement.

10. Development Commitments forwards the reimbursement agreement to Law for execution.
11. The Applicant must submit an associated Building Permit for the proposed development to The City. Reimbursement takes place after Building Permit is issued for construction and after the construction is completed by Utilities Delivery.
12. The repayment is based on the actual invoice costs from Utilities Delivery up to a maximum of $1.0 million total with any remainder the responsibility of the developer even if the actual invoice costs are higher than the expected prepayment cost estimate.

Questions or comments about the Established Area Linear Levy Pilot can be directed to Marie Standing at marie.standing@calgary.ca or Kylee van der Poorten at kylee.vanderpoorten@calgary.ca.