



City of  
**Peterborough**

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**To:** **Members of the General Committee**

**From:** **Richard Freymond**  
**Commissioner of Corporate and Legislative Services**

**Meeting Date:** **June 8, 2020**

**Subject:** **Report CLSFS20-024**  
**Development Charge Reserve Funds 2019 Annual Report –**  
**City and Peterborough Utilities Commission**

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## **Purpose**

A report to recommend that the Development Charge Reserve Funds – 2019 Annual Report for the year ended December 31, 2019 for the City and Peterborough Utilities Commission be received.

## **Recommendations**

That Council approve the recommendations outlined in report CLSFS20-024 dated June 8, 2020 of the Commissioner of Corporate and Legislative Services as follows:

- a) That the Development Charge Reserve Funds – 2019 Annual Report for the City of Peterborough, as presented in Report CLSFS20-024, be received.
- b) That the Peterborough Utilities Commission Report entitled Water Development Charges for the year ended December 31, 2019, appended to Report CLSFS20-024 as Appendix B, be received.

## Budget and Financial Implications

There are no budget and financial implications to receiving the annual Development Charge Reports.

There is presently \$29.1 million of future commitments approved by Council against Development Charge Reserve Funds (DCRFs) that have a balance of \$13.8 million as of December 31, 2019. To ensure that the funds are not entirely depleted, the issuance of debt will continue to replace financing projects directly from the various DCRFs where appropriate. Future Development Charges collected will be directed towards the payment of debt principal and interest costs.

## Background

### Reserve Fund Report

This report is presented to comply with Section 43 of the **Development Charges Act, 1997** (the Act) and Regulation 82/98 (as amended), s.12 (1) which requires municipalities to present an annual report regarding Development Charge Reserve Funds activity.

2019 Development Charges were levied in accordance with various Development Charge By-laws that were approved in July 2017 and September 2014, all of which establish various Development Charge rates.

In November 2019 City Wide Development Charges By-laws were approved. The current 2020 rates are set out in Schedule 1 attached to this report for reference.

Schedules 2 and 2A provide a summary of the activity in the DCRFs, for the various service categories, for the year ending December 31, 2019. The balance in the Reserve Funds on December 31, 2019 amounted to \$13.8 million (2018 - \$14.0 million), which is a decrease of \$0.2 million over the previous year. Development Charges revenue for the year totaled \$4.6 million (2018 - \$5.4 million). The net interest credited to the Reserve Funds totaled \$249,253 (2018 - \$180,590).

As shown on the schedule, eight (2018 – seven) of the sub reserves have deficit (overdrawn) balances: General Government, Police, Public Works, City Wide Engineering – Waste Water Treatment Plant, Carnegie East, Carnegie West, Chemong West and Lily Lake amounting to a total of \$12.1 million (2018 - \$10.3 million) and are the results of expenditures being incurred in anticipation of development taking place. Interest is being charged on each of the overdrawn balances.

Schedule 3 provides a list of capital projects funded in whole or in part from the Development Charge Reserve Funds. During 2019, \$2.0 million was transferred to capital projects. Detailed information on Schedule 4 shows the opening balance at the beginning of the year, expenditures to the end of 2019, as well as all sources of financing (including Development Charge revenue) for each of these projects.

Although the balance in the DCRFs, at December 31, 2019, was \$13.8 million, there are \$29.1 million in additional commitments that have already been approved in the 2019 and prior years' capital budgets requiring future Development Charges as set out in Schedule 5.

In addition to the \$29.1 million, there is \$29.6 million (2018 - \$31.7 million) in existing debt issued and outstanding on growth related capital works already completed, however, future DCs collected will service the debt payments in future years.

### **Future of DCRFs a concern**

The \$29.1 million of commitments, referenced above, refers only to those capital works approved in 2019 and prior years' budgets. The 2020 Budget approved a further \$7.6 million in capital works for a total amount of \$36.7 million in future commitments. The transfer of the funds will take place over time as the projects proceed. However, there will be insufficient funds in the DCRFs to cover the commitments as the projects are completed and the DCRFs will rely heavily on issuance of debt.

### **Peterborough Utilities Commission (PUC) Annual Report**

The PUC's 2019 Annual Report is attached to Report CLSFS20-024 as Appendix B.

The PUC collected \$218,889 (2018 - \$2,119,948) in development charges during the year. The value of 2019 capital expenditures eligible for financing from the reserve fund amounted to nil (2018 - \$572,628). The cash received during the year was transferred to the General Fund leaving an amount owing to the General Fund at December 31, 2019 in the amount of \$3,429,160 (2018 - \$3,650,580).

It is recommended Council receive the PUC Report.

Submitted by,

Richard Freymond  
Commissioner of Corporate and Legislative Services

Contact Name:

Richard Freymond  
Commissioner of Corporate and Legislative Services  
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Attachments:

- Appendix A
- Schedule 1 - Development Charge Rates in Effect - January 1, 2020
- Schedule 2 - Development Charge Reserve Funds Statement of Continuity
- Schedule 3 - Development Charge Reserve Fund Amounts Transferred to Capital Fund
- Schedule 4 - Analysis of 2019 Capital Projects Financed in Whole, or in Part, From Development Charges
- Schedule 5 - Future Draws Against Development Charge Reserve Funds
- Appendix B - Peterborough Utilities Commission Report - Water Development Charges for the Year Ending December 31, 2019

# Appendix A

## Schedule 1 City of Peterborough Development Charge Rates - January 1, 2020 - December 31, 2020

Planning Area		Residential Charge Per Unit		
		Residential A -	Residential B -	Residential C -
		Total Charge	Total Charge	Total Charge
C1	C2	C7	C12	C18
	<b>City-Wide Dev. Area</b>	\$30,477	\$19,259	\$17,263
	<b>Growth Areas</b>			
1.	Jackson	\$33,784	\$22,108	\$19,202
2.	Carnegie East	\$36,450	\$24,409	\$20,766
3.	Carnegie West	\$34,819	\$23,002	\$19,809
4.	Lily Lake	\$37,789	\$25,561	\$21,549
5.	Chemong East	\$38,274	\$25,981	\$21,835
6.	Chemong West	\$41,400	\$28,676	\$23,666
7.	Lifflock	\$38,309	\$26,011	\$21,855
8.	Coldsprings	\$34,426	\$22,664	\$19,578
	<b>Average</b>	\$36,192	\$24,186	\$20,614
<b>Non-Residential Development Charge</b>				
All Areas of The City		Non-Residential Charge (\$/sq.m)		
Total City-Wide Uniform Charge		\$127.64		

Schedule 2  
City of Peterborough  
Development Charge Reserve Funds  
Statement of Continuity  
For The Year Ended December 31, 2019

Description C1	Total C2	General Government C3	Police Service C4	Transit C5	Indoor Recreation C6	Library Service C7	Fire Service C8	Park Dev and Facilities C9	Parking C10	Public Works C11	City Wide Engineering Roads C12	City Wide Engineering WWTP C13	Affordable Housing C14	Growth Areas <sup>(1)</sup> C15
1 Balance - January 1, 2019	14,015,925	-259,730	4,788	317,604	1,059,339	792,861	113,973	935,901	1,242,444	-1,037,764	15,505,334	-2,476,076	169,490	-2,352,239
2 <u>Revenue for the year 2019</u>														
3 Development Charges	4,598,357	18,441	5	68,533	384,117	148,919	126,245	215,499	87,378	66,927	2,650,720	182,476	40,185	608,912
4 Debenture Proceeds														
5 Received/Receivable														
6 Interest Earned	249,253	-4,859	63	5,799	22,143	11,205	3,479	16,351	22,956	-20,279	285,227	-46,647	3,365	-49,549
7	4,847,610	13,582	68	74,332	406,260	160,124	129,724	231,850	110,334	46,648	2,935,948	135,829	43,550	559,364
8 <u>Transfers for the year 2019</u>														
8 Transferred to the Capital Fund	-1,964,514	-105,154	-7,280	-33,648	-73,283	-77,400	-816	-395,458		-261,072	-776,764			-233,638
9 Transferred from the Capital Fund														
10 Current Year Debt Principal and Interest	-3,109,397			-55,765		-295,292		-74,868		-208,218	-1,051,857	-525,337		-898,061
11 Amounts allocated (To) From Other Services														
12 Subtotal net transfers	-5,073,911	-105,154	-7,280	-89,413	-73,283	-372,692	-816	-470,326		-469,290	-1,828,621	-525,337		-1,131,699
13 Balance - December 31, 2019	13,789,624	-351,302	-2,424	302,523	1,392,316	580,293	242,881	697,424	1,352,778	-1,460,406	16,612,661	-2,865,584	213,040	-2,924,575
14 Less Future Capital Works	-29,112,871	-56,328		-1,273,000	-2,270,263		-68,024	-326,559			-21,461,204		-419,146	-3,238,347
15 Current Balance less Future Capital Works	-15,323,247	-407,630	-2,424	-970,477	-877,947	580,293	174,857	370,865	1,352,778	-1,460,406	-4,848,543	-2,865,584	-206,106	-6,162,922

Schedule 2 A

City of Peterborough

Growth Areas Development Charge Reserve Funds

Statement of Continuity

For The Year Ended December 31, 2019

Description C1	Jackson Growth Area C2	Carnegie East Growth Area C3	Carnegie West Growth Area C4	Chemong East Growth Area C5	Chemong West Growth Area C6	Liftlock Growth Area C7	Coldspring Growth Area C8	Lily Lake Growth Area C9	City Wide Growth Area C10	Total Growth Area C11
1 Balance - January 1, 2019	1,751,861	-1,851,742	-7,587	2,225,460	-1,590,689	15,188	25,235	-3,121,547	201,581	-2,352,239
2 <u>Revenue for the year 2019</u>										
3 Development Charges	3,754	-806		598,382		7,582				608,912
4 Debenture Proceeds										
5 Received/Receivable										
6 Interest Earned	28,495	-32,708	-134	39,042	-29,435	324	446	-59,139	3,560	-49,549
7	32,249	-33,514	-134	637,424	-29,435	7,906	446	-59,139	3,560	559,364
<u>Transfers for the year 2019</u>										
8 Transferred to the Capital Fund	-63,621	-43,492	-22,866	-44,648	-44,652			-14,359		-233,638
9 Transferred from the Capital Fund										
10 Current Year Debt Principal and Interest	-244,762			-90,326	-141,278			-421,696		-898,061
11 Amounts allocated (To) From Other Services										
12 Subtotal net transfers	-308,383	-43,492	-22,866	-134,973	-185,930			-436,055		-1,131,699
13 Balance - December 31, 2019	1,475,727	-1,928,748	-30,587	2,727,911	-1,806,054	23,094	25,681	-3,616,741	205,141	-2,924,575
14 Less Future Capital Works	-384,290	-420,684	-290,950	-426,098	-594,287	-150,000	-173,000	-650,000	-149,039	-3,238,347
15 Current Balance less Future Capital Works	1,091,438	-2,349,432	-321,537	2,301,813	-2,400,341	-126,906	-147,319	-4,266,741	56,103	-6,162,922

## Schedule 3

City of Peterborough  
Development Charge Reserve Funds  
Amounts Transferred to Capital Fund  
For The Year Ended December 31, 2019

	Amount
<b><u>General Government</u></b>	
DC Background Study	53,496
Parks review and planning	48,923
Retail Market Analysis Update	2,736
	<hr/> 105,155
<b><u>Police</u></b>	
Police Services Business Plan	7,280
	<hr/> 7,280
<b><u>Transit</u></b>	
Transit Bus	15,000
Peterborough Operations Centre	18,648
	<hr/> 33,648
<b><u>Indoor Recreation</u></b>	
New Arena Facility	73,283
	<hr/> 73,283
<b><u>Library</u></b>	
Library materials	77,400
	<hr/> 77,400
<b><u>Fire</u></b>	
Fire Station Relocations/Construction	816
	<hr/> 816
<b><u>City Wide Engineering</u></b>	
Extension of Crawford Drive	104,661
Various New Multi-Use Trails	-9,921
Commuter Cycling - Crawford Trail	36,896
Commuter Cycling -Lansdowne Trail	6,156
Nassau Mills over Trent Severn	25,343
George St. Cycling lanes	110,000
Chemong Rd. N. Urbanization	173,535
Various new SW installations	159,086
Watershed Planning Study	90,371
Bethune St. Diversion	80,637
	<hr/> 776,764

**Park Development & Facilities**

Parkland Development Assistance	86,530
Beavermead Campground Park Washroom	308,928
	<hr/> 395,458

**Public Works**

Public Works Relocation Project	261,072
	<hr/> 261,072

**Growth Areas**

Bethune St. Diversion	155,658
Jackson Creek/Lily Lake Valley Trunk	28,718
Loggerhead Marsh Stormwater Mgmt	49,262
	<hr/> 233,638

**Total Net Transfers**

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**1,964,514**

Appendix A											
<b>Schedule 4</b>											
<b>City of Peterborough</b>											
<b>Analysis of 2019 Capital Projects</b>											
<b>Financed In Whole Or In Part From Development Charges</b>											
(1)	(2)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
		(Unexpended)			Total Revenues						(Unexpended)
		Unfinanced				Federal/	Financing				Unfinanced
Service/Description	Reference	at Jan. 1, 2019	2019	Total	Capital Levy	Provincial	From DC	Long Term	Other	Total Revenue	at Dec. 31, 2019
			Expenditures	Applications		Grants	Reserve Funds	Debt	Revenue		
<b><u>General Government</u></b>											
Area specific DC study	105-17-133		60,996	60,996	-7,500		-53,496			-60,996	
Parks review and planning	105-18-524	-1	56,746	56,746			-48,923		-9,300	-58,223	-1,477
Retail Market Analysis Update	105-15-815	-2,352	5,088	5,088			-2,736			-2,736	
<b><u>Police</u></b>											
Police Services Business Plan	105-18-983	-14,561	29,285	29,285			-7,280		-7,444	-14,724	
<b><u>Transit</u></b>											
Transit Bus	102-19-500	-11,073	1,694,671	1,694,671	-400,400	-443,198	-15,000		-495,000	-1,353,598	330,000
<b><u>Indoor Recreation</u></b>											
New Arena Facility	102-15-692	-369,938		443,221			-73,283			-73,283	
<b><u>Library</u></b>											
Library materials	101-140-5668						-77,400			-77,400	-77,400
<b><u>Fire</u></b>											
Fire Station Relocations/Construction	102-15-163	-96,188	1,957	1,957			-816			-816	-95,047
<b><u>City Wide Engineering</u></b>											
Extension of Crawford Drive	102-11-197	-92,807	1,285,409	1,285,409			-104,661		-465,800	-570,461	622,141
Various New Multi-Use Trails	102-15-360	231,253					25,647			25,647	256,900
Various New Multi-Use Trails	102-17-360	15,727					-15,727			-15,727	
Commuter Cycling - Crawford Trail	102-18-364	0	506,292	506,292		-309,253	-36,896			-346,149	160,143
Commuter Cycling -Lansdowne Trail	102-18-365		6,156	6,156			-6,156			-6,156	
Nassau Mills over Trent Severn	102-16-322	0	25,343	25,343			-25,343			-25,343	
George St. Cycling lanes	102-16-581		557,569	557,569	892,500	-1,149,500	-110,000		-190,569	-557,569	
Chemong Rd. N. Urbanization	102-17-195		1,368,996	1,368,996		-366,351	-173,535			-539,886	829,110
Various new SW installations	102-17-362	-47,424	29,419	29,419			18,005			18,005	
Various new SW installations	102-19-362		742,054	742,054	-35,000	-513,263	-177,091		-16,700	-742,054	
Watershed Planning Study	105-19-341		180,742	180,742			-90,371		-90,371	-180,742	
Bethune St. Diversion	102-15-426		2,309,151	2,309,151		-1,539,089	-236,294		-533,768	-2,309,151	
<b><u>Park Development &amp; Facilities</u></b>											
Parkland Development Assistance	102-13-613	-40,000	126,530	126,530			-86,530			-86,530	
Beavermead Campground Park	102-18-769	-67,000	400,929	400,929			-308,929		-25,000	-333,929	
<b><u>Public Works</u></b>											
Public Works Relocation Project	102-15-479		893,771	893,771			-279,720		-614,051	-893,771	
<b><u>Growth Areas</u></b>											
Jackson Creek/Lily Lake Valley Trunk	102-12-392	28,718					-28,718			-28,718	
Loggerhead Marsh Stormwater Mgmt	102-15-793	49,262					-49,262			-49,262	
Total		-416,385	10,281,104	10,724,325	449,600	-4,320,654	-1,964,514		-2,448,003	-8,283,571	2,024,370

**Schedule 5****City of Peterborough****Future Capital Works To Be Drawn Against Development Charge Reserve Funds****As of December 31, 2019**

	<b>Possible Further Draws</b>
<b><u>General Government</u></b>	
Official Plan Review	33,529
Retail Market Analysis Update	2,149
Area specific DC Study	17,680
OHL/Major Events Facility	2,970
	<hr/> 56,328
<b><u>Transit</u></b>	
City Wide Traffic Operations Assessment	63,000
Downtown Transportation Hub & Route	50,000
Cycling Network Study	175,000
Transportation Master Plan	810,000
Jackson Park Management Plan	175,000
	<hr/> 1,273,000
<b><u>Indoor Recreation</u></b>	
New Arena Facility Build	609,763
Construction - New Athletic Facility	1,660,500
	<hr/> 2,270,263
<b><u>Fire</u></b>	
Fire Station Relocations/Construction	68,024
<b><u>City Wide Engineering - Roads and Related</u></b>	
Parkhill - Wallis to City Limits	3,605,500
Sherbrook St - Glenforest to W City Limits	2,275,000
Chemong Rd - Parkhill to Parkway ROW	2,774,701
TV Road over Witlaw Creek	787,000
Extension of Crawford Drive	4,492,756
Kaw Hts Detention Pond	220,873
Citywide Transit Operations	112,250
Parkway Corridor Extension	3,228,100
Brealey - Lansdowne to Sherbrooke	61,085
Armour Road - Nassau Mills	429,000
Bethune St. Diversion	1,107,263
Nassau Mills over Otonabee	130,018
Nassau Mills over Trent Severn	151,228
Chemong Rd. N. Urbanization	776,465
Water Street North Urbanization	640,000
TV Road Lansdowne to Parkhill	200,000
Various New Multi-Use Trails	61,701
Commuter Cycling - Crawford Trail	48,768
Commuter Cycling -Lansdowne Trail	120,844
Various new SW installations	79,023
Watershed Planning Study	159,629
	<hr/> 21,461,204
<b><u>Park Development &amp; Facilities</u></b>	
Parkland Development Assistance	53,470
Park Facilities Development	38,441
Development of Park Facilities	100,576
Beavermead Campground Park	134,071
	<hr/> 326,559
<b><u>Affordable Housing</u></b>	
Incentives For Affordable Housing	419,146
<b><u>Growth Areas</u></b>	
Jackson Growth Area	384,290
Carnegie East Growth Area	420,684
Carnegie West Growth Area	290,950
Chemong East Growth Area	426,098
Chemong West Growth Area	594,287
Coldsprings Growth Area	173,000
Lily Lake Growth Area	650,000
Liftlock Growth Area	150,000
City Wide Growth Area	149,039
	<hr/> 3,238,347
<b>Total Future Capital Works</b>	<hr/> <b>29,112,871</b> <hr/>

# PETERBOROUGH UTILITIES COMMISSION **REPORT**

April 15, 2020

2.03

COMMISSION AGENDA  
2020:05:21

## **WATER DEVELOPMENT CHARGES FOR THE YEAR ENDING DECEMBER 31, 2019**

### **INFORMATION**

This report is presented for the Commission's information.

Prepared by: Kyle Davis, Chief Financial Officer

Submitted by: Kyle Davis, Chief Financial Officer

Approved for Submission by: \_\_\_\_\_  
President & CEO

## **Background**

Development charges (*Development Charges Act, 1997, S.O.*) provide a mechanism for funding additional major system capacity to service new growth. All new users contribute on an equitable basis to fund new service through additions to the citywide utility system or expansions to existing services. Future capacity includes changes to the treatment plant, pumping and booster stations, reservoirs and trunk mains. These funds are not used to pay for ongoing operations or maintenance, or replacement capital of existing facilities, unless capacity is being increased, and then only to fund the portion relating to the increase.

## **Management Discussion**

Attached to this report is a copy of the Statement of Continuity of Reserve Funds for Development Charges ("DC") and supporting statements summarizing cash receipts, balance due to general funds and eligible development costs incurred for the fiscal year ending December 31, 2019.

The DCA reserve fund had an opening balance on January 1, 2019 of nil. A total of \$218,889 was collected during the year and the fund earned interest of \$2,531 for a total fund value of \$221,420.

In 2019, no capital expenditures incurred were eligible for addition to the reserve fund. The opening balance from eligible expenditures in the prior years was \$3,650,580 of which, the total available for transfer of \$221,420 was transferred from the reserve fund to the general fund. The reserve fund balance at December 31, 2019 was nil.

A copy of this report will be submitted to Richard Freymond, Financial Services Manager, for presentation to City Council. The *Development Charges Act, 1997*, states that the Treasurer of the Municipality shall furnish to Council statements in respect of each Reserve Fund. The Treasurer must also forward this information to the Minister of Municipal Affairs and Housing within 60 days of the DCA statements being reported to City Council.

## **Budget and Financial Implications**

There is no budget or financial implications as this report summarizes the prior year transactions affecting the Development Charges Reserve Fund.

## **Risk Evaluation**

None. This report is provided as a status update to the Commission.

**PETERBOROUGH UTILITIES COMMISSION  
WATER DEVELOPMENT CHARGES  
ANNUAL STATEMENTS  
For the Year ended December 31, 2019**

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**PETERBOROUGH UTILITIES COMMISSION  
WATER DEVELOPMENT CHARGES  
STATEMENT OF CONTINUITY OF RESERVE FUND  
FOR THE YEAR ENDING DECEMBER 31, 2019**

	<b>2019</b>	<b>2018</b>
Balance, as at January 1,	\$ -	\$ -
Add:		
Cash Receipts	218,889	2,119,948
Interest Earned	2,531	16,880
Total Available	221,420	2,136,828
Less:		
Contributions to Capital Operations	221,420	2,136,828
Balance, as at December 31	-	-

Balance due to General Funds:

	<b>2019</b>	<b>2018</b>
Balance, as at January 1,	\$ 3,650,580	\$ 5,214,780
Eligible expenditures	-	572,628
Transferred to General Funds	(221,420)	(2,136,828)
Balance, as at December 31,	3,429,160	3,650,580

**PETERBOROUGH UTILITIES COMMISSION  
WATER DEVELOPMENT CHARGES  
SUMMARY OF CASH RECEIPTS  
FOR THE YEAR ENDING DECEMBER 31, 2019**

	<b>2019</b>	<b>2018</b>
Residential	\$ 208,091	\$ 2,088,724
Non-residential	10,798	31,224
Balance, as at December 31,	218,889	2,119,948

**PETERBOROUGH UTILITIES COMMISSION  
WATER DEVELOPMENT CHARGES  
SUMMARY OF DEVELOPMENT COSTS  
FOR THE YEAR ENDING DECEMBER 31, 2019**

<b>Project #</b>	<b>Description</b>	<b>2019 Expenditures</b>	<b>Growth Factor</b>	<b>Growth Related Portion of Expenditures</b>
None				

# PETERBOROUGH UTILITIES COMMISSION DEVELOPMENT ACT CHARGES

**BY-LAW 13-174  
EFFECTIVE DECEMBER 31, 2019**

## **Residential**

Planning Area	Res. A Singles & Semis	Res. B Other Multiples	Res.C Apart- ments
1. Auburn North	\$2,251	\$1,941	\$1,320
2. Jackson	\$2,636	\$2,272	\$1,545
3. Carnegie West (Zone 3N)	\$2,186	\$1,884	\$1,281
4. Chemong	\$1,738	\$1,498	\$1,019
5. Lily Lake	\$2,572	\$2,217	\$1,507
6. Liftlock	\$1,761	\$1,518	\$1,032
7. Coldsprings	\$2,215	\$1,909	\$1,298
8. Outside Planning Areas	\$1,422	\$1,226	\$834
9. Carnegie East (Zone 2)	\$675	\$582	\$396
10. Chemong East	\$1,026	\$885	\$602

**Non-Residential**, all planning areas . . . . \$5.82 /m<sup>2</sup>