

**Cultus Lake Park
2013 Budget and Five-Year Plan
Bylaw No. 2013-01**

**A BYLAW TO ADOPT THE 2013 BUDGET AND
5-YEAR FINANCIAL PLAN FOR THE YEARS 2013 - 2017**

WHEREAS Section 165 of the *Community Charter* requires the Board to annually prepare and adopt a Five-Year Financial Plan, by Bylaw; AND

WHEREAS Section 12 of the Cultus Lake Park Act (1932 and Amendments thereto) enables the Cultus Lake Park Board to make Bylaws;

NOW THEREFORE the Cultus Lake Park Board in open meeting assembled enacts as follows:

1. Schedule "A", attached hereto and forming part of this Bylaw, is hereby adopted as the Cultus Lake Park 2013 Annual Budget.
2. Schedule "B", attached hereto and forming part of this Bylaw, is hereby adopted as the Cultus Lake Park 5-Year Financial Plan for the years 2013 to 2017, inclusive.
3. This bylaw may be cited for all purposes as the "2013 Budget and Five-Year Financial Plan Bylaw No. 2013-01".

READ A FIRST TIME THIS 14th DAY OF NOVEMBER, 2012

READ A SECOND TIME THIS 14th DAY OF NOVEMBER, 2012

READ A THIRD TIME THIS 28th DAY OF NOVEMBER, 2012

Pursuant to Section 166 of the *Community Charter*, a public consultation meeting was held the 28th day of November, 2012.

ADOPTED THIS 12th DAY OF DECEMBER, 2012



CLPB Chair



CLPB CAO

SCH. A

Office Supplies	16,090	21,017	25,193	30,899	4,190	1,500	850	9,709	1,000	500	6,000	250	7,000						
Interest and Bank Charges	375	375	261	375	300			75			14,150								
POS Charges	62,703	60,515	43,744	59,274	35,460		2,364	7,300			800								
Office Furniture	0	500	170	1,260	480						3,000								
Postage & Courier	1,825	1,925	2,042	3,100							9,000								
Equipment Leases	8,000	9,000	21,739	9,000							0								
Other - Records Management	3,000	8,000		0							0								
Conveyance	500	500		0							0								
Printing	12,030	12,270	3,782	6,060	3,590	1,000	500	930	200	240	300	300	1,000						
Public Relations/Promotion	4,626	4,626	949	3,016	868		500	850	300		500								
Roads & Parking	37,825	37,895	32,579	39,013	8,588		600	4,725											
Security Systems/Supplies	15,969	18,996	1,578	29,609	2,632	1,950	0	1,025	300	2,822	1,000	0	9,100						
Septic/Sewer System Maintenance/Parts	8,900	11,440	16,019	10,600	6,000		600	3,400			500		17,000						
Small Tools/Shop & Safety	25,050	25,350	14,839	26,500	2,300			2,600	400	2,500	1,890		0						
Special Events	5,300	5,300	1,818	1,250	800			450			0								
Telecommunications	64,283	57,866	39,709	70,402	14,099	12,150	2,825	8,198	11,000	5,600	15,000	930							
Travel	4,500	4,750	3,551	0						0	0	0							
Uniforms	221,181	224,827	111,792	234,296	108,816	1,740	8,399	25,682	2,484	10,884	3,140	3,721	15,780						
Vehicle Allowance																			
Vehicle Maintenance	25,900	17,250	21,940	18,650	1,750			150	4,000	3,000			200						
Vehicle/Boat Fuel	24,100	25,720	23,668	27,644		4,360		1,360	2,100	19,824			14,000						
Wharfs & Freshware Materials	14,800	14,800	13,136	14,000									1,000						
Signage	1,500	1,500	3,607	3,700									2,700						
Floors & Buoy's	8,942	8,942	3,573	14,000									14,000						
Waterfront Maintenance	0	0	10,742	0															
Water System Maintenance/Parts	24,750	24,500	2,324	23,250	3,000		250	1,200		18,800		0							
Non-recoverable HST	0	0	6,347	0															
SUBTOTAL	1,179,072	1,219,096	955,531	1,469,481	455,300	43,011	42,488	169,500	60,808	79,730	106,151	14,936	56,526	85,422	4,850	171,240	15,067	44,994	118,789
WAGES & BENEFITS:																			
Commissioners Indemnities	60,722	47,466	35,741	61,422							61,422								
Management Salaries	314,806	366,985	302,822	401,491	62,694		0	0	4,500	129,287	205,020								0
Benefit Liability	19,012	17,912		0							0								
Staff Wages	1,411,871	1,337,283	979,245	1,298,631	219,053	76,000	40,692	89,631	25,500	513,183	130,281								39,432
Employee Benefits	321,613	320,693	212,486	347,718	41,899	11,649	5,031	11,839	750	149,191	32,440								4,805
TOTAL PAYROLL	2,126,024	2,090,189	1,629,944	2,109,281	323,938	87,649	45,723	111,489	30,750	781,860	517,417	0	0	162,721	517,417	0	0	0	38,237
Allocated Services-Wages and Benefits																			
Allocated Services	0	0	0	0	161,288	-47,593	41,313	45,510	18,083	-736,883	51,032	35,996	57,744	229,607	18,258	-147,406	25,394	25,704	221,854
Reserve Allocations	173,510	270,651	264,792	285,187	146,740	5,500	3,800	26,100	22,249	0	33,000	0	0	0	0	0	0	0	0
Extraordinary Expenditures	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Projects	460,670	505,370	415,296	330,686	115,256	0	0	57,430	0	85,500	0	0	0	0	0	7,500	0	25,000	40,000
TOTAL EXPENDITURES	3,931,177	4,085,315	3,283,833	4,203,805	1,202,220	88,568	133,124	410,009	131,889	220,007	190,183	50,832	118,143	357,133	185,828	659,751	42,481	85,688	418,959
SURPLUS/DEFICIT	-137,146	-184,634	329,905	-242,780	768,570	13,312	2,976	-26,673	-1,855	-211,474	-574	-17,832	213,041	67,849	-127,829	-546,101	-34,211	-63,820	-278,959
APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)	-170,000	-249,656	-13,617	-252,686	-115,256	0	0	-57,430	0	0	0	0	0	0	-70,000	0	0	0	-10,000
UNAPPROPRIATED SURPLUS	32,854	65,022	343,522	9,098	883,828	13,312	2,976	31,757	-1,855	-211,474	-574	-17,832	213,041	67,849	-57,829	-546,101	-34,211	-63,820	-268,959

	TOTAL 2,013 BUDGET	TOTAL 2,014 BUDGET	TOTAL 2,015 BUDGET	TOTAL 2,016 BUDGET	TOTAL 2,017 BUDGET
REVENUE/TRANSFER PAYMENTS					
Property Sales	-	-	-	-	-
Sunnyside Campground	1,970,790	1,985,747	2,000,738	2,041,102	2,081,804
Park Patrol	101,678	103,712	105,786	107,902	110,060
Visitor Services	136,100	140,600	142,600	144,600	147,600
Vedder River Campground	384,336	392,023	392,023	392,023	392,023
Volunteer Fire Department	129,835	131,578	134,210	143,644	146,371
Public Works	8,533	8,703	8,877	9,055	9,236
Water Utility	189,609	193,169	196,800	200,503	204,281
Sewer Utility	33,000	33,570	34,151	34,744	35,349
Commercial Leases	331,184	337,808	344,564	351,455	358,485
Residential Leases	424,982	433,481	442,151	450,994	460,014
Inspection/Permits/Transfers	58,000	61,020	63,040	67,561	67,582
Community Hall	8,250	8,415	8,583	8,755	8,930
Foreshore Lease	31,878	32,516	33,166	33,829	34,506
Pay Parking	140,000	124,200	126,684	129,218	131,802
Sundry	12,650	11,883	12,121	12,363	12,610
Utility Rebate	-	-	(10,000)	-	-
TOTAL REVENUE	3,960,825	3,998,425	4,035,494	4,127,749	4,200,652
EXPENDITURES					
Advertising - media	17,535	24,495	17,005	9,515	9,525
Audit/Accounting	15,000	13,200	13,200	13,200	13,200
Board Level Expenses	11,000	9,125	9,125	9,125	9,125
Lease Services	-	-	-	-	-
Building Inspections/Permits	-	-	-	-	-
Building Maintenance/Materials	44,580	44,693	45,114	45,284	46,006
Commissions - Real Estate	-	1,800	1,800	1,800	1,800
Community Policing	20,000	10,000	10,000	10,000	10,000
Commemorative Benches	-	-	-	-	-
Conferences	18,010	12,170	12,700	12,700	12,700
Contract Services	188,397	2,000	2,000	2,000	2,000
Data Processing	29,380	29,366	29,452	29,439	29,577
Donations/Grants	750	750	750	750	750
Education & Training	31,210	28,396	26,566	28,574	26,582
Election Expenses	-	-	-	-	-
Equipment Usage	-	53,900	53,900	53,900	53,900
Equipment Maintenance/Appliances/Boat	43,925	(7,236)	(7,195)	(7,743)	(9,691)
Equipment Fuel	5,960	3,113	3,179	3,260	3,346
Garbage Collection/Recycle	135,548	133,572	135,380	135,948	136,544
Grounds Maintenance/Materials	62,045	65,291	66,243	66,739	67,241
Insurance - Business	102,358	108,967	110,429	111,923	113,445
Insurance - Vehicles	17,507	6,320	(14,320)	(14,686)	(15,059)
Janitorial Supplies	26,294	26,450	26,957	27,082	27,232
Legal/Professional Fees	50,500	45,510	45,520	45,000	45,000
Labour	-	61,059	20,643	20,643	23,908
Licences/Permits/Taxes	8,763	9,874	9,843	9,968	10,096
Memberships/Dues/Subscriptions	7,330	21,062	21,147	21,209	21,304
Milfoil Costs	-	-	-	-	-
Office Expenses:	-	-	-	-	-
Office Supplies	30,999	26,237	24,144	24,151	24,158

Interest and Bank Charges	375	383	367	374	382
POS Charges	59,274	59,604	60,086	61,138	61,488
Office Furniture	1,260	800	816	832	850
Postage & Courier	3,100	1,911	1,948	1,985	2,023
Equipment Leases	9,000	9,180	9,363	9,550	9,741
Other: Records Management	-	500	500	500	500
Conveyance	-	1,200	1,200	1,200	1,200
Printing	8,060	10,361	10,788	10,817	10,848
Public Relations/Promotion	3,018	4,196	4,273	4,352	4,432
Roads & Parking	39,013	25,408	25,673	25,944	26,221
Security Systems/Supplies	29,609	23,459	23,536	23,614	23,693
Septic/Sewer System Maintenance/Parts	10,500	9,156	9,415	9,677	9,943
Small Tools/Shop & Safety	26,250	19,726	19,804	19,883	19,963
Special Events	1,250	14,790	15,053	15,338	15,628
Telecommunications	70,402	45,908	46,404	46,910	47,425
Travel	-	1,500	1,500	1,500	1,500
Utilities	234,296	231,208	226,888	242,692	248,697
Vehicle Allowance	4,750	3,000	3,000	3,000	3,000
Vehicle Maintenance	18,650	19,724	19,748	19,773	19,799
Vehicle/Boat Fuel	27,644	29,604	31,720	34,003	36,468
Wharfs & Foreshore Materials	14,000	14,800	14,800	14,800	14,800
Signage	3,700	3,700	3,700	3,700	3,700
Floats & Buoys	14,000	8,942	8,942	8,942	8,942
Waterfront Maintenance	-	-	-	-	-
Water System Maintenance/Parts	23,250	24,839	24,930	25,022	25,116
Non-recoverable HST	-	-	-	-	-
SUBTOTAL	1,468,491	1,294,011	1,228,035	1,245,327	1,259,048
WAGES & BENEFITS:					
Commissioners Indemnities	61,422	62,483	63,564	64,668	65,793
Management Salaries	401,491	405,591	409,773	414,039	418,391
Benefit Liability	-	-	-	-	-
Staff Wages	1,298,631	1,249,281	1,256,109	1,263,074	1,270,179
Employee Benefits	347,718	325,749	328,216	330,732	333,298
TOTAL PAYROLL	2,109,261	2,043,104	2,057,663	2,072,514	2,087,661
Allocated Services-Wages and benefits	-	-	-	-	-
Allocated Services	-	-	-	-	-
Reserve Allocations	295,167	404,519	407,058	412,346	467,691
Extraordinary Expenditures	-	-	-	-	-
Capital Projects	330,686	227,000	202,500	191,000	151,000
TOTAL EXPENDITURES	4,203,605	3,968,634	3,895,256	3,921,187	3,965,399
SURPLUS/(DEFICIT)	(242,780)	29,791	140,238	206,562	235,253
APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)	(252,686)	(30,600)	(36,500)	(145,000)	(180,000)
UNAPPROPRIATED SURPLUS	9,906	60,391	176,738	351,562	415,253