

**Cultus Lake Park
2018-2022 Five-Year Financial Plan
Bylaw No. 1098, 2017**

A BYLAW TO ADOPT THE 2018 – 2022 FINANCIAL PLAN

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. This bylaw may be cited for all purposes as Cultus Lake Park 2018 – 2022 Financial Plan Bylaw No. 1098, 2017.
2. Schedule “A” titled 2018 Financial Plan and Schedule “B” titled 2018-2022 Financial Plan, attached hereto and forming part of this Bylaw, is hereby adopted as the Cultus Lake Park 5-Year Financial Plan for the years 2018 to 2022, inclusive.

READ A FIRST TIME THIS 15th DAY OF November, 2017

READ A SECOND TIME THIS 15th DAY OF November, 2017

READ A THIRD TIME THIS 13th DAY OF December, 2017

Pursuant to Section 166 of the *Community Charter*, a public consultation meeting was held the 15th DAY OF November, 2017.

ADOPTED THIS 18th DAY OF December, 2017



Joe Lamb, Chair
Cultus Lake Park Board



Bonny Bryant, Chief Administrative Officer
Corporate Officer

CULTUS LAKE PARK
2018 FINANCIAL PLAN

Schedule "A"

	2017 FINANCIAL PLAN	2018 FINANCIAL PLAN	2018 SUNNY- SIDE	2018 COMM LEASE	2018 RESID LEASE	2018 COMM. HALL	2018 VISITOR SERVICES	2018 FORESHORE LEASE	2018 VOLUNTEER FIRE DEPT	2018 PUBLIC WORKS	2018 PARK PATROL	2018 GENERAL & ADMIN
Printing	7,900	9,150	4,500	-	-	-	750	150	-	-	750	3,000
Public Relations/Promotion	9,650	11,840	3,840	-	-	-	500	-	500	-	500	6,500
Roads & Parking	49,600	42,300	10,000	-	-	-	12,300	-	-	20,000	-	-
Security Systems/Supplies	5,670	4,700	2,000	-	-	-	-	-	450	750	500	1,000
Septic/Sewer System Maintenance	233,600	288,700	288,100	-	-	-	600	-	5,500	17,000	-	-
Small Tools/Shop & Safety	26,900	25,000	2,500	-	-	-	-	-	-	-	-	-
Special Events	23,000	24,650	12,650	-	-	-	12,000	-	6,280	3,700	-	-
Telecommunications	70,180	49,030	16,350	-	-	-	3,700	-	7,110	10,340	9,000	10,000
Utilities	299,670	357,310	251,000	21,850	35,900	3,050	21,650	-	-	-	800	5,610
Vandalism	4,500	4,500	2,000	-	-	-	2,500	-	-	-	-	-
Travel & Vehicle Allowance	2,000	3,200	1,200	-	-	-	-	-	-	-	-	2,000
Vehicle Maintenance	41,950	35,200	-	-	-	-	-	200	10,000	25,000	-	-
Vehicle/Boat Fuel	30,500	27,300	-	-	-	-	-	15,000	2,000	24,500	-	800
Wharfs & Foreshore Materials	15,000	15,000	-	-	-	-	-	1,000	-	-	-	-
Signage	8,200	10,700	500	1,200	-	-	8,000	1,000	-	-	-	-
Floats & Buoys	10,000	10,000	-	-	-	-	-	10,000	-	-	-	-
Water System Maintenance/Parts	5,500	4,000	4,000	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 2,461,750	\$ 2,680,575	\$ 1,123,795	\$ 67,730	\$ 178,200	\$ 13,750	\$ 255,150	\$ 139,460	\$ 119,840	\$ 172,290	\$ 211,800	\$ 398,560
WAGES & BENEFITS:												
Commissioners Indemnities	\$ 53,600	\$ 54,140	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,140
Management Salaries	256,240	259,370	-	-	-	-	-	-	5,600	137,630	-	116,140
Staff Wages	1,531,410	1,341,750	353,630	-	-	-	47,660	-	56,100	582,280	-	302,080
Employee Benefits	342,620	318,290	40,010	-	-	-	4,970	-	3,850	177,450	-	92,010
TOTAL PAYROLL	\$ 2,183,870	\$ 1,973,550	\$ 393,640	\$ -	\$ -	\$ -	\$ 52,630	\$ -	\$ 65,550	\$ 897,360	\$ -	\$ 564,370
TOTAL OPERATING EXPENSES	\$ 4,645,620	\$ 4,654,125	\$ 1,517,435	\$ 67,730	\$ 178,200	\$ 13,750	\$ 307,780	\$ 139,460	\$ 185,390	\$ 1,069,650	\$ 211,800	\$ 962,930
<i>Reserve Allocations</i>	746,925	676,125	208,400	107,210	7,215	10,000	98,300	11,000	52,000	115,000	2,000	65,000
<i>Capital Projects</i>	1,521,280	1,374,200	250,000	215,000	27,500	27,500	405,600	68,100	262,000	92,000	26,500	-
<i>Internal Wage Allocations</i>	-	-	219,490	71,350	269,330	19,300	274,370	78,550	8,700	(865,000)	38,910	(115,000)
<i>Overhead Expense Allocations</i>	-	-	276,690	202,470	297,430	27,430	393,790	206,980	-	(319,650)	(250,710)	(834,430)
TOTAL EXPENDITURES	\$ 6,913,825	\$ 6,704,450	\$ 2,472,015	\$ 663,760	\$ 779,675	\$ 97,980	\$ 1,479,840	\$ 504,090	\$ 508,090	\$ 92,000	\$ 28,500	\$ 78,500
SURPLUS/(DEFICIT)	(1,848,675)	(1,664,465)	84,615	(98,495)	(42,365)	(86,350)	(696,740)	(455,790)	(214,840)	(92,000)	(26,500)	(36,000)
APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)	(1,934,160)	(1,680,590)	(565,050)	(215,000)	-	(27,500)	(355,600)	(148,100)	(214,840)	(92,000)	(26,500)	(36,000)
UNAPPROPRIATED SURPLUS	\$ 85,485	\$ 16,125	\$ 649,665	\$ 116,505	\$ (42,365)	\$ (58,850)	\$ (341,140)	\$ (307,690)	\$ -	\$ -	\$ -	\$ -

CULTUS LAKE PARK
2018 - 2022 FINANCIAL PLAN

Schedule "B"

**CULTUS LAKE PARK
2018-2022 Financial Plan Summary**

	TOTAL 2018 BUDGET	TOTAL 2019 BUDGET	TOTAL 2020 BUDGET	TOTAL 2021 BUDGET	TOTAL 2022 BUDGET
REVENUES					
Sunnyside Campground	\$ 2,556,630	\$ 2,617,430	\$ 2,676,730	\$ 2,738,230	\$ 2,778,430
Commercial Leases	565,265	571,785	576,955	582,035	587,115
Residential Leases	737,310	696,410	705,510	718,510	725,610
Community Hall	11,630	11,790	11,950	11,950	11,950
Cabin Rentals/Visitor Services	192,600	200,750	211,000	211,000	211,000
Parking/Public Area Revenue	590,500	607,500	625,500	643,500	662,500
Foreshore Lease	48,300	48,300	48,300	48,300	48,300
Volunteer Fire Department	293,250	262,690	270,810	269,880	279,900
Park Patrol	2,000	2,000	2,000	2,000	2,000
General Administration	42,500	42,500	42,500	42,500	42,500
Water Utility	-	-	-	-	-
TOTAL REVENUES	\$ 5,039,985	\$ 5,061,155	\$ 5,171,255	\$ 5,267,905	\$ 5,349,305
EXPENDITURES					
Advertising	\$ 21,150	\$ 21,250	\$ 21,250	\$ 21,350	\$ 21,350
Audit/Accounting	17,150	17,825	17,825	17,825	17,825
Board Level Expenses	21,000	21,000	21,000	21,000	21,000
Building Maintenance/Materials	54,000	49,500	49,500	50,000	50,500
Community Policing	10,000	10,000	10,000	10,000	10,000
Commemorative Benches	1,900	1,900	1,900	1,900	1,900
Conferences	16,730	16,730	16,730	16,730	16,730
Contract Services	589,300	497,400	506,500	515,600	524,900
Data Processing	44,300	44,800	45,300	45,300	45,800
Education & Training	48,400	47,400	49,400	51,400	53,400
Election Expenses	11,000	-	-	-	11,000
Equipment Maintenance	62,600	64,950	67,250	69,550	71,850
Equipment Fuel	4,675	4,820	4,915	5,010	5,105
Garbage Collection/Recycle	218,280	170,180	170,180	176,180	176,180
General Maintenance	16,000	16,000	16,000	16,000	16,000
Grounds Maintenance/Materials	119,900	85,450	85,500	85,530	85,560
Insurance - Business	102,200	103,100	103,600	103,900	104,200
Insurance - Vehicles	23,310	23,610	23,810	24,110	24,310
Janitorial Supplies	33,500	35,200	36,900	36,900	36,900
Legal/Professional Fees	127,000	127,000	127,000	127,000	127,000
Licences/Permits/Taxes	6,600	6,600	6,600	6,600	6,600
Memberships/Dues/Subscriptions	5,300	5,300	5,300	5,300	5,300
Office Supplies	18,850	19,560	20,070	20,280	20,290
Interest and Bank Charges	5,250	5,350	5,400	5,450	5,450
POS Charges	77,400	79,600	82,300	84,300	86,300
Retail Sales (COGS)	72,500	76,800	83,000	86,000	86,000
Office Furniture	4,500	4,500	4,500	4,500	4,500
Postage & Courier	5,000	4,000	4,000	4,000	4,000
Equipment Rentals	15,200	15,200	15,200	15,200	15,200
Community Wildfire Protection Plan	5,000	5,000	5,000	5,000	5,000
Printing	9,150	7,350	7,350	7,350	7,350
Public Relations/Promotion	11,840	9,340	9,340	9,340	9,340
Roads & Parking	42,300	42,300	42,300	42,300	42,300
Security Systems/Supplies	4,700	4,700	4,750	4,750	4,750
Septic/Sewer System Maintenance	288,700	10,200	11,600	11,600	11,600

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Schedule "B"

	TOTAL 2018 BUDGET	TOTAL 2019 BUDGET	TOTAL 2020 BUDGET	TOTAL 2021 BUDGET	TOTAL 2022 BUDGET
Small Tools/Shop & Safety	25,000	25,400	25,800	26,210	26,620
Special Events	24,650	24,650	24,650	24,650	24,650
Telecommunications	49,030	47,750	48,770	49,470	50,470
Utilities	357,310	388,195	396,445	405,350	413,935
Vandalism	4,500	4,500	4,500	4,500	4,500
Travel & Vehicle Allowance	3,200	3,200	3,200	3,200	3,200
Vehicle Maintenance	35,200	35,700	36,210	36,730	37,260
Vehicle/Boat Fuel	27,300	27,800	28,300	28,300	28,300
Wharfs & Foreshore Materials	15,000	15,000	15,000	15,000	15,000
Signage	10,700	7,700	7,700	7,700	7,700
Floats & Buoys	10,000	10,000	10,000	10,000	10,000
Water System Maintenance/Parts	4,000	4,000	4,000	4,000	4,000
SUBTOTAL	\$ 2,680,575	\$ 2,247,810	\$ 2,285,845	\$ 2,322,365	\$ 2,361,125
<i>WAGES & BENEFITS:</i>					
Commissioners Indemnities	\$ 54,140	\$ 54,680	\$ 55,230	\$ 55,780	\$ 56,340
Management Salaries	259,370	263,810	268,330	272,920	277,600
Staff Wages	1,341,750	1,348,430	1,372,170	1,396,340	1,420,930
Employee Benefits	318,290	322,200	327,920	333,450	339,370
TOTAL PAYROLL	\$ 1,973,550	\$ 1,989,120	\$ 2,023,650	\$ 2,058,490	\$ 2,094,240
TOTAL OPERATING EXPENSES	\$ 4,654,125	\$ 4,236,930	\$ 4,309,495	\$ 4,380,855	\$ 4,455,365
<i>Reserve Allocations</i>	676,125	744,075	768,925	782,525	795,025
Capital Projects	1,374,200	632,110	416,690	325,000	334,000
Allocated Wages	-	-	-	-	-
Allocated Overhead Expenses	-	-	-	-	-
TOTAL EXPENDITURES	\$ 6,704,450	\$ 5,613,115	\$ 5,495,110	\$ 5,488,380	\$ 5,584,390
<i>SURPLUS/(DEFICIT)</i>	(1,664,465)	(551,960)	(323,855)	(220,475)	(235,085)
<i>APPROPRIATED SURPLUS</i> (RESERVE ALLOCATIONS)	(1,680,590)	(573,470)	(356,700)	(273,560)	(279,500)
UNAPPROPRIATED SURPLUS	\$ 16,125	\$ 21,510	\$ 32,845	\$ 53,085	\$ 44,415