

CULTUS LAKE PARK BOARD REGULAR MEETING AGENDA

WEDNESDAY, NOVEMBER 27, 2019 7:00 PM

PARK OFFICE BOARDROOM

4165 Columbia Valley Highway, Cultus Lake, BC

- (1) CALL TO ORDER
- (2) RESOLUTION TO PROCEED TO CLOSED MEETING (6:00PM)

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:

Section 90 (1), (d) the security of the property of the municipality; and Section 90 (1), (i), the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(3) RECONVENE

Page 1 (4) APPROVAL OF AGENDA

(a) **THAT** the Cultus Lake Park Board approve the Agenda for the Regular Meeting of November 27, 2019; and

THAT all delegations, reports, correspondence and other information set to the Agenda be received.

- (5) ADOPTION OF MINUTES
- Page 5 (a) **THAT** the Cultus Lake Park Board adopt the minutes of the Regular Meeting held October 16, 2019.
 - (6) CORRESPONDENCE
 - (a) Main Beach Tree Protection and Gardens
 - Email dated October 23, 2019 from Gary Baker, Resident
 - (7) BYLAWS

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- (a) Cultus Lake Park Board Remuneration
- Page 17
 Report dated November 27, 2019 from Bonny Bryant, Chief Administrative Officer
 - Elected Officials Compensation Review dated November 20, 2019 from Julie M. Case, BA, AA, CCP Compensation Consultant
- Cultus Lake Park Board Commissioners Remuneration Bylaw No. 1163, 2019

THAT the Cultus Lake Park Board receive the report from Julie M. Case, Compensation Consultant entitled Elected Officials Compensation Review – Cultus Lake Park dated November 20, 2019.

THAT the Cultus Lake Park Board give First, Second and Third reading to the Cultus Lake Park Board Commissioners Remuneration Bylaw No. 1163, 2019.

THAT the Cultus Lake Park Board direct the Chief Administrative to prepare a policy on Board Remuneration.

(b) 2020 - 2024 Cultus Lake Park DRAFT Financial Plan

- Page 35
 Report dated November 27, 2019 from Erica Lee, Chief Financial Officer
- 2020-2024 Five Year Financial Plan Bylaw No. 1162, 2019
- Page 41 Schedule A & B
- Page 45 Business Unit Detail
- Schedule of Reserves
- Page 79 Unavoidable Operating Costs
- Unavoidable Capital Costs
- Page 83
 Page 85

 New Operational Initiatives
 - New Capital Initiatives

THAT the Cultus Lake Park Board give First and Second readings to Cultus Lake Park 2020-2024 Financial Plan Bylaw No. 1162, 2019.

- (c) Public Consultation on the 2020 2024 Cultus lake Park DRAFT Financial Plan
- (8) CONSENT AGENDA

Page 89 - Third Quarter Reports

- Strategic Priorities
- Finance
- Lions Parking
- Public Works
- Campground and Cabins
- Bylaw Compliance and Enforcement
- Fire Department
- Lease Assignment

THAT the Cultus Lake Park Board receive the 2019 Third Quarter reports for information.

(9) STAFF REPORTS

(a) Cultus Lake Park Board Strategic Plan 2018 - 2022

Page 141 Page 143

- Report dated November 27, 2019 from Bonny Bryant, Chief Administrative Officer
- Cultus Lake Park Board Strategic Plan

THAT the Cultus Lake Park Board approve the "Cultus Lake Park Board Strategic Plan 2018 – 2022" document and authorize its release to the public and its posting on the Cultus Lake Park website.

- (10) REPORTS BY COMMISSIONERS
- (11) COMMUNITY ASSOCIATION
- (12) PUBLIC QUESTION PERIOD
- (13) ADJOURNMENT

THAT the Regular Meeting of the Cultus Lake Park Board held on November 27, 2019 be adjourned.



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, OCTOBER 16, 2019 CULTUS LAKE PARK OFFICE BOARDROOM 4165 Columbia Valley Highway, Cultus Lake, BC

Present Commissioner J. Lamb - Chair

Commissioner D. Bauer - Vice Chair

Commissioner D. Renwick Commissioner L. Payeur Commissioner C. Smit

Staff Chief Administrative Officer – B. Bryant

Manager of Finance - E. Lee

Manager of Park Operations – D. Driediger

Acting Manager of Visitor Services, Accommodations and Bylaw Enforcement – J. Spencer

Executive Assistant - R. Litchfield

(1) CALL TO ORDER

The Chair called the meeting to order at 4:33 pm.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:

Section 90 (1), (d) the security of the property of the municipality; Section 90 (1), (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(3) **RECONVENE**

The meeting reconvened at 7:02 pm.

(4) APPROVAL OF AGENDA

4467-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board approve amending the Agenda for the Regular Meeting of September 18, 2019 by replacing under Section 8, Item 8b, Flu Clinic Report; and by replacing under Section 8, Item 8c, Short Term Vacation Rentals, Bed & Breakfast Homes, Secondary Suites and Home Based Business Survey;

THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of October 16, 2019; and

THAT all delegations, reports, correspondence and other information set to the Agenda be received.

CARRIED

(5) ADOPTION OF MINUTES

4468-19 Moved by: Commissioner Bauer Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held September18, 2019.

CARRIED

(6) ADOPTION OF COMMITTEE MINUTES

4469-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board receive the minutes of the Community Events and Engagement Committee held on May 21, 2019.

CARRIED

4470-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board receive the minutes of the Community Events and Engagement Committee held on June 18, 2019.

CARRIED

4471-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board receive the minutes of the Community Events and Engagement Committee held on August 1, 2019.

CARRIED

4472-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board receive the minutes of the Community Events and Engagement Committee held on September 17, 2019.

CARRIED

4473-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board receive the minutes of the Community Events and Engagement Committee held on October 10, 2019.

4474-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board receive the minutes of the Operational and Financial Core Review Committee held on July 2, 2019.

CARRIED

4475-19 Moved by: Commissioner Renwick Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board receive the minutes of the Operational and Financial Core Review Committee held on September 25, 2019.

CARRIED

(7) CORRESPONDENCE

- (a) Golf Cart Zone
 - Email request dated October 7, 2019 from Owen Skonberg, resident
- 4476-19 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board direct the Chief Administrative Officer to review and prepare a report on the use of golf carts at Cultus Lake.

CARRIED

Commissioner Renwick voted in opposition.

- (8) BYLAWS
- (a) <u>Cultus Lake Park Board Procedures Bylaw No. 1125, 2018 Amendment Bylaw No. 1160, 2019</u>
- 4477-19 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board give Final Reading to the Cultus Lake Park Board Procedures Bylaw No. 1125, 2018 Amendment Bylaw No. 1160, 2019..

- (b) 2019-2023 Financial Plan Amendment Bylaw 1161, 2019
 - Report dated October 16, 2019 from Erica Lee, Chief Financial Officer
 - Schedule A
 - Schedule B
 - Schedule C

4478-19 Moved by: Commissioner Renwick Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board give First, Second and Third readings to Cultus Lake Park 2019 - 2023 Financial Plan Amendment Bylaw No. 1161, 2019.

CARRIED

(9) STAFF REPORTS

- (a) Release of Closed Meeting Resolutions Cultus Lake Golf Course, New Entrance
 - Report dated October 16, 2019 from Bonny Bryant, Chief Administrative Officer
- 4479-19 Moved by: Commissioner Renwick Seconded by: Commissioner Bauer

THAT the following Closed Meeting Resolutions be released at the October 16, 2019 Regular Board meeting:

IC 3747-17

THAT the Cultus Lake Park Board grant Mr. Bahnman permission to do a survey to determine the exact area required for a new entrance into the Cultus Lake Golf Course; and

THAT the Cultus Lake Park Board grant Mr. Bahnman permission to hire an arborist using an arborist selected by Cultus Lake Park to do an assessment of the area.

IC 3874-18

THAT the Cultus Lake Park Board approve, in principle, the Cultus Lake Golf Course leaseholder's proposal of moving the main entrance into the golf course westward from its current location for safety reasons; and subject to the Board approving engineered drawings showing the proposed entrance location, and approving the number of trees being removed prior to the work taking place.

IC 3921-18

THAT the Cultus Lake Park Board refer the proposed entrance drawing back to staff to meet with Cultus Lake Golf Club to discuss the following concerns regarding the proposal:

- Road width being too wide and the preferred size for the entrance width be 8 metres wide in total with both lanes being consolidated into one; and
- To clarify the purpose of the island in the middle of the two way road

THAT the Cultus Lake Park Board request that staff ask Cultus Lake Golf Club to prepare an overlay showing where the road runs in relation to the trees for their review; and once the Board is satisfied with the proposal, that the Cultus Lake Golf Club hold a public information meeting which advises the public that the proposal is due to traffic safety concerns being raised about the current entrance location prior to final approval being given by the Board.

IC 3937-18

THAT the Cultus Lake Park Board support the proposed entrance/exit to Cultus Golf Park as shown in Attachments 1 and 2, subject to a Public Information Meeting;

THAT staff consult with the Fraser Valley Regional District to determine if the proposal can be completed based on the current zoning; and

THAT a Public Information Meeting be held prior to final approval be given.

CARRIED

(b) Release of Closed Meeting Resolutions

Report dated October 16, 2019 from Bonny Bryant, Chief Administrative Officer

4480-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the following Closed Meeting Resolutions be released at the October 16, 2019 Regular Board meeting:

IC 4034-19

THAT the Cultus Lake Park Board request the Chief Administrative Officer obtain three quotes on the costs of renovations for Twin Alders and the two Suites located in the Plaza Barn; and

THAT the Cultus Lake Park Board request the Chief Administrative Officer to refer this item for consideration during the 2020 budget process.

CARRIED

(c) Award of External Audit Services

Report dated October 16, 2019 from Erica Lee, Chief Financial Officer

4481-19 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board receive the update that KPMG LLP has been appointed as the Cultus Lake Park auditors for the year end of 2019 - 2021.

CARRIED

(d) 2019 Paddling Parking Pass Overview Report

- Report dated October 16, 2019 from Dave Driediger, Manager of Park Operations
- Letter from Sudden Impact Paddle Group
- 4482-19 Moved by: Commissioner Bauer Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board direct the Chief Administrative Officer to provide paddling club members with off-season parking passes valid October 1 – March 31 for Parking Lots A-C, all day, seven days a week for a cost of \$50 per license plate.

(e) <u>Short Term Rentals, B&Bs, Secondary Suites and Home Based Business – Survey Monkey Results</u>

- Report dated October 16, 2019 from Jacquie Spencer, Acting Manager of Visitor Services, Accommodations and Bylaw Enforcement
- Community Survey Report Short Term Rentals, B&Bs, Secondary Suites and Home Based Business

4483-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Park Board receive the Survey results for information, and further that the Cultus Lake Park Board direct the Chief Administrative Officer to proceed with preparing procedures, policies and bylaws in regards to managing Short Term Vacation Rentals, Bed & Breakfast, Secondary Suites and Home Based Businesses in Cultus Lake Park.

CARRIED

(f) Remembrance Day Wreaths

 Report dated October 16, 2019 from Rachel Litchfield, Executive Assistant to the Chief Administrative Officer

4484-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Cultus Lake Park Board designate Commissioner Payeur and Commissioner Smit to attend and lay the wreaths at the Sardis and Chilliwack Cenotaphs on Remembrance Day, November 11, 2019; and

THAT the Cultus Lake Park Board authorize the purchase of two (2) # 20 wreaths.

CARRIED

(g) 2020 Board Meeting Dates

 Report dated October 16, 2019 from Rachel Litchfield, Executive Assistant to the Chief Administrative Officer

4485-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

January 15	February 19
March 18	April 15
May 20	June 17
July 15	August 19
September 16	October 21
November 18	December 16

(10) REPORTS BY COMMISSIONERS

(a) Recommendation from the Community Events and Engagement Committee

 Report dated October 16, 2019 from Joe Lamb, Chair, Community Events and Engagement Committee

4486-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Community Events and Engagement Committee request the Cultus Lake Park Board to approve the continuation of the lights display and Christmas Market as in 2018, to be held November 29, 2019 and November 30, 2019 at Main Beach.

CARRIED

4487-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Community Events and Engagement Committee request the Cultus Lake Park Board approve Cultus Lake Park Staff to install and remove the lights.

CARRIED

4488-19 Moved by: Commissioner Smit Seconded by: Commissioner Payeur

THAT the Cultus Lake Community Events and Engagement Committee request the Cultus Lake Park Board waive the parking fees and allow parking by donation on November 29, 2019 and November 30, 2019.

CARRIED

4489-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Community Events and Engagement Committee request the Cultus Lake Park Board approve the committee members to manage and organize the Market for the 2019 Christmas lights event.

CARRIED

4490-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Cultus Lake Community Events and Engagement Committee request the Cultus Lake Park Board to approve the purchase of 300 strands of lights with the Cultus Lake Community Events and Engagement Committees budget.

4491-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Cultus Lake Community Events and Engagement Committee request the Cultus Lake Park Board to approve up to two (2) outside food vendors to be at the 2019 Cultus Lake Christmas Lights and Market Event.

CARRIED

(b) Recommendations from the Operational and Financial Core Review Committee

 Report dated August 21, 2019 from David Renwick, Chair, Operational and Financial Core Review Committee

4492-19 Moved by: Commissioner Smit Seconded by: Commissioner Bauer

THAT the Operational and Financial Core Review Committee recommend to the Cultus Lake Park Board to have the Chief Administrative Officer review the options with First Data to match pricing and move to interchange-plus pricing.

CARRIED

4493-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Operational and Financial Core Review Committee recommend to the Cultus Lake Park Board that failure to receive comparable service fee rates with First Data, the Chief Administrative Officer will look into changing to Moneris.

CARRIED

4494-19 Moved by: Commissioner Bauer Seconded by: Commissioner Smit

THAT the Operational and Financial Core Review Committee recommend to the Cultus Lake Park Board to maintain status quo and continue to receive credit card payments for Sunnyside Campground.

CARRIED

(11) COMMUNITY ASSOCIATION

Colleen Rogozinski from the Community Association, noted that this month the Community Association was able to send out its first newsletter to those residents that had signed up on their email feed which was also posted on the Cultus Lake Neighborhood Facebook page which has over 3,000 followers. So far, they have had a very positive response from the Community.

The Community Association conducted its first survey asking leaseholders/long term residence to identify its top concerns within the park. They sent out 180 surveys via email and received back 95, a response rate of 53% (They believe that all but one respondent are leaseholders or long-term residents of the park).

The survey results noted that the top issues were:

Park Board Revenue & Expenses Security, Policing & Bylaws Vacation Rentals Governance

Upon review of the survey the Community Association had made the decision to prioritize Vacation Rentals with a plan to set up a group of individuals to conduct their own survey with questions specific to how short rentals are affecting park residence and to gather ideas and suggestions. Their goal is to present the information to the Board during the public consultation phase regarding short term rentals.

Chair Lamb noted that the Board will be holding a Public Information meeting on the short term rentals in the future.

Question:

There appears to be a delay in having the minutes from the Park Board meetings posted to the Cultus Lake Park Board website. Could the Board please explain why it usually takes months and if there is any policy regarding having this information posted in a timelier way?

Chair Lamb noted that due to staff vacations throughout the summer, transition from the old website to new website and staff training had delayed posting of minutes and other content. He noted that Board meeting minutes are post after they are adopted at the following Board meeting. Once they are adopted, they are then signed by the Chief Administrative Officer and Board Chair. Following this, staff would then post the minutes on the website. He further noted that that a reasonable turnaround time from original date posted would be approximately six weeks. The minutes have now been updated to and including August 21, 2019.

Commissioner Renwick noted that the minutes are also available in the agenda packages when posted.

(12) PUBLIC QUESTION PERIOD

- Q: Brent Shirley; Mountain View inquired if the insurance did not cover the water/heating issues at Lakeside Beach Club?
- A: Chair Lamb noted that we do have boiler and mechanical coverage insurance that covered the repairs to the building. He noted that the building has had issues with the heating/cooling and the Board has spent funds in the past try to correct this.
- Q: Rick Williamson, First Ave. inquired as to what happens if the Board does not approve the release of in camera meeting resolutions that are posted on the web? He also inquired if Sunnyside Campground rates going to be reduced because they were higher than 2019?
- A: Chair Lamb noted that staff have a process during the closed meetings to identify whether the resolutions should be released to the public. Chair Lamb also noted that there was an agreement based on whether the sewer invoice last year, it was agreed that the amount would be a reduced rate as the sewer was not complete.

- Q: Bob McCrea, Lakeshore Drive noted that the Chilliwack School District posts their meeting minutes before their next meeting.
- A: Chair Lamb noted that we follow our Board Procedure Bylaw, *Local Government Act* and Community Charter. It was also noted that the minutes are approved and the following meeting and this allow for any corrections to be made prior to final approval.
- Q: Rick Williamson, First Ave. noted that he heard on Global News that there is a shortage of the vaccine and inquired if that will impact the flu clinic here at the lake?
- A: Chair Lamb noted that this a shipping shortage but will not impact the flu clinic.

(13) ADJOURNMENT

4495-19 Moved by: Commissioner Smit Seconded by: Commissioner Renwick

THAT the Regular Meeting of the Cultus Lake Park Board held on October 16, 2019 be adjourned 7:45 pm.

Lake Park Board held October 16, 2019	ue and correct account of the meeting of the Cultus 9.
Joe Lamb	Bonny Bryant
Chair	Chief Administrative Officer

Rachel Litchfield

From:

Reception

Sent:

Wednesday, October 30, 2019 10:05 AM

To:

Rachel Litchfield

Cc:

Dave Driediger; Katrina Craig

Subject:

FW: Main Beach Tree protection and gardens

Please see below.

From:

gary baker

Sent: October-23-19 9:55 AM

To: Reception

Subject: Main Beach Tree protection and gardens

As a long time resident of our wonderful community I want to commend the Cultus Lake Parks Board elected officials for endorsing and supporting volunteer community efforts to protect and enhance the environmental conditions around prime trees on the Main Beach picnic grounds. I think the protected barriers of railings, stones, and posts; and the gardens placed around selected trees are visually pleasing and give the area a more welcoming 'feel'.

Hopefully there is the energy and will to continue and expand these features throughout the Main Beach picnic area.

Job well done.

Sent from Mail for Windows 10



REPORT/RECOMMENDATION TO BOARD

DATE: November 27, 2019 **FILE**: 0550

SUBMITTED BY: Bonny Bryant,

Chief Administrative Officer

SUBJECT: Cultus Lake Park Board Remuneration

PURPOSE:

The purpose of this report is to provide the Board with the consultant's report on Elected Officials Compensation and that the corresponding bylaw be enacted.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the report from Julie M. Case, Compensation Consultant entitled Elected Officials Compensation Review – Cultus Lake Park dated November 20, 2019.

THAT the Cultus Lake Park Board give First, Second and Third reading to the Cultus Lake Park Board Commissioners Remuneration Bylaw No. 1163, 2019.

THAT the Cultus Lake Park Board direct the Chief Administrative to prepare a policy on Board Remuneration.

DISCUSSION:

With recent changes to the *Cultus Lake Park Act* under Bill 3, the Board now has the authority to set the remuneration of the Board. The *Cultus Lake Park Act* states:

Section 12 of the *Cultus Lake Park Act* (1932 and Amendments) enables the Cultus Lake Park Board to adopt Bylaws.

Remuneration of Board

- 15 (1) The Board must, by by-law, authorize and set the remuneration of the chair, vice chair and other members of the board.
- (2) A by-law under subsection (1) may set a greater amount of remuneration for the chair and for the vice chair than for the other members of the board.
- (3) The chair, vice chair and other members of the board are entitled to receive actual disbursements for expenses incurred while discharging the duties of a member of the board if those disbursements are approved by the board.

Previously it was necessary to seek City of Chilliwack Council approval for any change to remuneration as per the City of Chilliwack Bylaw No. 3666 "A bylaw to authorize and fix the remuneration of the Chair and other members of the Cultus Lake Park Board, pursuant to the provisions of Section 15 of the *Cultus Lake Park* Act" as amended by *the "Cultus Lake Park Act Amendment Act, 1962*". This Bylaw is now null, and void given the changes to the *Cultus Lake Park Act* under Bill 3 as the Act takes legal precedent. The City of Chilliwack has been informed

and will be rescinding their bylaw. As per the *Cultus Lake Park Act*, staff have prepared a new bylaw which is attached on Board Remuneration.

Recent federal legislation pass in 2017, resulted in the elimination of the one-third exempt allowance for elected officials under Bill C-44 effective January 1, 2019. The Federation of Canadian Municipalities in a report entitled "Change in "one-third" federal tax exemption for elected officials – a guide for Canadian municipalities", dated Fall 2018 states: "Surveys by various provincial and territorial municipal associations have found that many municipalities are opting to fully compensate elected officials for the loss".

According, the Board requested that the Chief Administrative Officer hire a contractor to conduct a review of the Board's remuneration. The Board felt that the Chair and Commissioners bring value to the community and should be remunerated appropriately in accordance with Cultus Lake Park's unique stature and the associated public profile of its elected officials. Cultus Lake Park Commissioners work is a significant part-time commitment for the elected official to fully perform their duties and obligations. Commissioner's responsibilities require members to prepare for and attend meetings and events in addition to keeping informed on current issues while maintaining contact with residents and commercial leaseholders. Commissioners in a small community have a high public profile and they are often required to be engaged with constituents on a daily basis. The role of elected official is undeniably expanding. They are more accessible and expected to be more responsive than in the past. The growth of technology and expansion of social media allows members of the public to contact their representatives through a variety of channels at whatever time is more convenient to them. For many Commissioners the job has become a significant time commitment, even if they are only compensated as a part-time elected official.

It is important to ensure that Board salaries should not be perceived as a barrier to those seeking to serve the public. The level of compensation should attract competent, motivated and well qualified community-minded citizens. The complexity, responsibilities, time commitments and accountabilities associated with the role of a Chair, Vice-Chair and Commissioner in the community is distinctive based on its unique governance structure and as a popular tourist destination.

Julie M. Case, Compensation Consultant was subsequently hired to conduct this review. Her finding as outlined in her report attached (Attachment #2). Her findings stated that the Cultus Lake Park elected official compensation were less than competitive when comparing to the median (or middle) of its defined market for the chair, vice chair and commissioners. She also recommended that like most organization that the median level for their defined market be used. As it not desirable to be at the top of the market, nor the bottom of the market, rather to be in middle. The median, not the average, is the preferred approach when using compensation data since the median, unlike the average, is not overly affected by extremely low or high data point in the sample.

Ms. Case further states that with the federal changes made for 2019 where salaries of elected official are no longer one-third tax free. She felt that if the Cultus Lake Park Board were to adjust the salaries to the median level of the market these adjustments would, more than likely offset the loss of the one-third tax free portion of the salaries.

Ms. Case recommended based on her review of the market the following changes to the Board's compensation:

Board Chair \$23,500
 Vice Chair \$17,000
 Commissioners \$14,500

Staff have created a new bylaw with these proposed changes which is attached (Attachment #1).

Staff would further recommend that a report be brought forward in January 2020 making recommendations on developing a Policy for future Board remuneration reviews to provide guidance on this issue in the future.

STRATEGIC PLAN:

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Approved for submission to the Board:

Bryant.

Bonny Bryant

Chief Administrative Officer

Julie M. Case
Compensation Consultant
2168 Central Avenue
Port Coquitlam, BC V3C 1V5
604.552.4484

PRIVATE & CONFIDENTIAL

Elected Officials Compensation Review Cultus Lake Park

November 20, 2019

For questions about this report, please contact:

Julie M. Case, BA, MA, CCP Compensation Consultant juliecase@shaw.ca

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INTRODUCTION

We are pleased to present our findings from the compensation review for elected officials at Cultus Lake Park (CLP)

BACKGROUND & METHODOLOGY

CLP asked for assistance in conducting a compensation review for its elected officials. CLP wishes to review the current compensation structure based on comparisons to other BC local governments. The last board compensation report was completed in 2016.

Based on the direction provided by CLP, we conducted a custom survey of select local governments. The survey captured data on base salary, allowances and what changes to elected official's compensation were made due the CRA eliminating the one-third tax free allowance for elected officials. We surveyed two of the three elected officials at CLP: the chair and the commissioners. We did not include the vice chair in the survey as we did not expect to find matches for all three positions.

We emailed the survey questionnaire, collected data, reviewed and validated all returned participant data, identified anomalies, and followed up where necessary.

We sent the survey to the following 16 local governments; however, at the time of this draft report, only the 10 local governments that are bolded have responded.

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1.	D	а	п	

2. Belcarra

3. Harrison Hot Springs

4. Invermere

5. Jasper

6. Keremeos

7. Lillooet

8. Pemberton

9. Radium Hot Springs

10. Rossland

11. Sicamous

12. Sun Peaks

13. Tofino

14. Ucluelet

15. Valemount

16. Vancouver

FINDINGS - BASE SALARY

A summary of the base salary data collected from the comparator municipalities is shown in Table 1. Also shown are the population measures and annual expenses which were collected from the BC government website (www.cscd.gov.bc.ca/lgd/infra/statistics) to ensure consistency of comparisons. The most recent data available is from the 2016 census and financial data is from 2017. Specific definitions to assist with understanding the data are found in Attachment 1.

TABLE 1 - SUMMARY OF BASE SALARY DATA FROM COMPARATOR LOCAL GOVERNMENTS

Local Government	Number of Elected Officials	2017 Annual Expenses (\$ millions)	2016 Census Population (thousands)	Chair / Mayor – Current Annual Base Salary (\$)	Commissioner / Councillor – Current Annual Base Salary (\$)	Commissioner / Councillor salary as percent of chair / mayor salary
Cultus Lake Park	5	4,600,000	1,600	14,393	10,296	72%
Banff	7	38,548,941	7,847	95,668	30,909	32%
Harrison Hot Springs	5	4,179,024	1,468	30,000	15,000	50%
Keremeos	5	1,769,143	1,502	11,390	7,155	63%
Lillooet	5	5,099,258	2,275	15,426	8,687	56%
Pemberton	5	4,723,414	2,574	29,950	14,838	50%
Rossland	7	7,013,925	3,729	19,928	10,254	51%
Tofino	6	7,511,057	1,932	30,000	15,000	50%
Ucluelet	5	5,373,906	1,717	25,060	14,320	57%
Valemount	5	3,084,615	1,021	19,504	8,777	45%
Vancouver Park Board	7	119,200,000	631,500	21,998	17,598	80%
Summary – not including Cultus Lake Park						
P25		4,315,122	1,556	19,610	9,146	
Median (P50)		5,236,582	2,104	23,529	14,579	51%
P75		7,386,774	3,440	29,988	15,000	
Average		19,650,328	65,557	29,892	14,254	53%

FINDINGS - COMPENSATION PRACTICES

The table below summarizes the responses to the survey questions regarding compensation practices. We have listed the questions contained in the survey and provided a summary of the responses provided as well as the current practice at CLP.

Survey Question	Cultus Lake Practice	Chair / Mayor Survey Responses	Commissioner / Councillor Survey Responses
Position considered full-time or part-time?	Part-time	Only one of nine indicated position is full-time. Other nine indicated part time.	All considered part time.
Planned adjustment to salaries for 2020 (if know already) as a percent (%)	CPI	Five indicate they will adjust by CPI for 2020. Three indicated adjustments of either 1.1 or 2 or 3 percent. Two did not know.	Same as chair / mayor.
Did you adjust compensation when the CRA changes rules in 2019 to no longer permit elected officials to receive 1/3 of their base salary tax free? If yes, please describe the adjustments you implemented.	No adjustment	Five indicated they did not adjust. Three indicated they did a top up to offset the amount so take home would be the same. Two indicated small adjustments that resulted in a decrease.	Same as chair / mayor.
Acting chair / mayor allowance	None		Nine indicated none. One indicated \$100 allowance.

Survey Question	Cultus Lake Practice	Chair / Mayor Survey Responses	Commissioner / Councillor Survey Responses
Committee remuneration, if any	None	Nine indicated none. One indicated \$65 per meeting under four hours and \$150 per meeting over four hours.	Same as chair / mayor.
Other remuneration (please describe)	None Two indicated the regional district pays for meetings the chair attends. One indicated \$20 per meeting.		One indicated \$20 per meeting.
Annual car allowance	None	None	None
Mileage reimbursement rate (per km)	Reimburse at CRA rate which is \$0.58 for 2019	Three reimburse at CRA rate which is \$0.58 for 2019. Others indicated \$0.47, \$0.50 or \$0.54 or \$0.55.	Same as chair / mayor.
Annual conference budget (if yes, please include yearly amount)	Total budget for board: \$17,000 Majority of this budget is for board conferences; a smaller portion is for board meeting expenses and mileage etc.	Four organizations indicated a total amount for council / board: \$13,000; \$23,500, \$35,000, or \$40,000. Two organizations indicated individual amounts of \$6,500 or \$8,700.	Four organizations indicated a total amount for council / board: \$13,000; \$23,500, \$35,000, or \$40,000. Two organizations indicated individual amounts of \$4,300 or \$4,250.
Do you offer any benefits to your elected officials?	Yes	Five indicated yes. Five indicated no.	Same as chair / mayor.

Survey Question	Cultus Lake Practice	Chair / Mayor Survey Responses	Commissioner / Councillor Survey Responses
If yes, please describe which benefits they receive.	Communication allowance \$1,200 annually	Three offer group health benefits (e.g., medical, dental, life insurance). One pays for cell phone. One offers benefits through UBCM but indicated usually no one signs up.	Same as chair / mayor.

OBSERVATIONS - BASE SALARY

Table 2 presents the base salaries of elected officials at CLP compared to the median market data. In terms of base salary, Cultus Lake Park is less than competitive when comparing to the median (or middle) of its defined market for the chair / mayor salary: the base salary of the chair / mayor is 61 percent of the median result. The base salary for the commissioners/ councillors is also less than competitive at 76 percent of the median result. Most organizations target the median level of their defined market. They do not wish to be the top of the market, nor the bottom of the market, but want to be in the middle. The key to being competitive when using the median level of the market is to define the most relevant market. In addition, the median, **not** the average, is the preferred approach when using compensation data since the median, unlike the average, is not overly affected by extremely low or high data points in the sample.

TABLE 2 - COMPARISON OF CULTUS LAKE PARK TO MEDIAN MARKET

Position	CLP Base Salary	Market Median Base Salary	CLP as % of Market Median
Chair / Mayor	14,393	23,529	61%
Vice Chair	11,031	n/a	n/a
Commissioner / Councillor	10,296	14,579	71%

Table 3 presents some options for consideration for base salary. If Cultus Lake Park is satisfied with the definition of market, it may wish to consider adjusting the 2019 salary of the chair / mayor to align to the median level of the market (i.e., \$23,500).

For the commissioner / councilor position, CLP may wish to consider adjusting to align to the median level of the market (i.e., \$14,500) or the average percentage of the chair / mayor's salary (i.e., 53 percent for a salary of \$12,500).

We have included considerations for the vice chair based on preserving the current differential between the vice chair and the commissioner which is 7.14 percent.

TABLE 3 - SALARY OPTIONS FOR CONSIDERATION

Position	Current CLP Base Salary	CLP Base Salary Options for Consideration	Percent Change	Dollar Change
Chair	\$14,393	\$23,500 (median market result)	63%	\$9,107
Commissioner	\$10,296	\$14,500 (median market result)	41%	\$4,204
Commissioner	\$10,296	\$12,500 (53% of chair / mayor result)	21%	\$2,204
Vice Chair	\$11,031	\$15,500 (median market result of commissioner + 7.14%)	41%	\$4,469
Vice Chair	\$11,031	\$13,400 (53% of chair / mayor result + 7.14%)	21%	\$2,369

FINAL THOUGHTS

With respect to the changes the CRA made for 2019 where the salaries of elected officials are no longer one-third tax free, few municipalities made a decision on possible adjustments prior to 2019. In our experience, most were taking a wait and see approach. Historically, the one-third tax free was in place to recognize the expenses elected officials incur while carrying out their duties. There did seem to be three approaches for consideration: do nothing, increase the base salary to off-set the increased taxes, or permit expenses to be deducted.

If CLP were to adjust the salaries to the median level of the market as described above, the adjustments would more than likely offset the loss of the one-third tax free portion of the salaries.

ATTACHMENT 1 - DATA DEFINITIONS

The data in this report have been rounded, aggregated, and summarized using tables. Some definitions to assist with understanding the data follow:

- An average (mean) is the sum of all data divided by the number of observations included.
- A median value (50th percentile or P50) is the number that falls within the middle of a series of observations (e.g., if there are seven data observations and they are ranked in order of highest to lowest, the number or observation that is in the fourth position is the middle value and represents the median value). It is the most common percentile statistic included in survey data. It is the point at which half of the data fall below and half of the data fall above.
- The 25th and 75th percentiles (P25 and P75), also referred to as the first and third quartiles, offer an indication as to the "spread" or range of the data. At the 75th percentile, 75 percent of the observations are at this level or below. Similarly, at the 25th percentile, 25 percent of the observations are at this level or below.
- It is important to note that a minimum number of observations is required to report data and still maintain confidentiality. A minimum of three observations is required to report the average, four to report the median, and five to report the quartiles (i.e., P25 and P75).
- The number of observations (# obs) indicates the number of organizations that provided data.

ATTACHMENT 2 - CONSULTANT PROFILE

Julie Case

Julie Case has over 18 years in the compensation field. During her career, Julie has worked with a variety of private and public sector clients to develop compensation structures, implement job evaluation plans, conduct custom compensation market surveys, advise on general salary administration, conduct market pricing, and develop compensation philosophies.

Julie's work involves developing and implementing compensation strategies for a broad, cross section of employee groups including: executive, management and professional, technical, and unionized staff.

Over the course of her career, Julie has gained considerable compensation expertise in the public and private sectors. She specializes in defining strategic compensation philosophies that align to the business goals of the organization. Julie handles compensation projects from the strategic planning stage through to the collection and analysis of compensation data and finally to the recommendations and implementation stages. Julie has designed job evaluation plans for use in exempt and union environments. She has facilitated many job evaluation committees in their goal of creating and recommending new or revised job worth hierarchies.

Julie has considerable experience working with municipalities in British Columbia. She has worked with the largest cities in the province. Once upon a time, Julie worked for a municipal government: she spent four years working in the chief administrative officer's office at the city of Maple Ridge, BC. This role included facilitating business planning sessions, defining corporate performance measures, and leading performance improvement reviews.

Julie holds a Bachelor of Arts degree from Simon Fraser University with a major in economics and a minor in biology. She also holds a Master of Arts degree in leadership and training from Royal Roads University. She is currently a member of WorldatWork and a certified compensation professional (CCP).

Julie worked for Watson Wyatt Worldwide in Vancouver as a compensation consultant where she was hired by senior consultant Tim Dillon. Tim open his own firm in 2006 and Julie worked as an associate of Case Dillon & Associates (formerly Tim Dillon & Associates) from 2006 until the end of 2017 when Tim Dillon passed away. Julie continues to work with all the same associates as an independent consultant.



Cultus Lake Park

CULTUS LAKE PARK BOARD COMMISSIONERS REMUNERATION

Bylaw No. 1163, 2019

A Bylaw to authorize and fix the remuneration of the Commissioners of the Cultus Lake Park Board.

Section 12 of the *Cultus Lake Park Act* (1932 and Amendments) enables the Cultus Lake Park Board to adopt Bylaws.

The Cultus Lake Park Board in open meeting assembled, enacts as follows:

1. TITLE

This Bylaw may be cited as "Cultus Lake Park Board Commissioners Remuneration Bylaw No. 1163, 2019."

2. INTERPRETATION

2.1 Words or phrases defined in the *British Columbia Interpretation Act, Motor Vehicle Act, Local Government Act, Community Charter* or any successor legislation, will have the same meaning when used in this Bylaw unless otherwise defined in this Bylaw.

2.2 DEFINITIONS OF TERMS

"Act" means the Cultus Lake Park Act.

"Board" means the elected Commissioners of the Cultus Lake Park Board.

"Board Chair" means the person elected by the Commissioners of the Board to the office of Board Chair.

"Park" means the area within the Park boundaries and the foreshore assigned to the Park by the Province of British Columbia.

"Vice Chair" means the person elected by the Commissioners of the Board to the office of Vice Chair of the Board. The Vice Chair of the Board has, during the absence, illness or other disability of the Board Chair, all the powers of the Board Chair and is subject to all rules applicable to the Board Chair.

2.3 In this Bylaw, unless the context otherwise requires, the singular will include the plural and the masculine includes the feminine gender.

2.4 The headings contained in this Bylaw are for convenience only and are not to be construed as defining, or in any way limiting, the scope or the intent of the provisions of this Bylaw.

3. GENERAL REGULATIONS

- 3.1 There will be paid to the Chair of the Cultus Lake Park Board, out of the current revenue of the Cultus Lake Park Board, an annual base indemnity of \$23,500.
- 3.2 There will be paid to the Vice-Chair of the Cultus Lake Park Board, out of the current revenue of the Cultus Lake Park Board, an annual base indemnity of \$17,000.
- 3.3 There will be paid to each remaining Commissioner of the Cultus Lake Park Board, out of the current revenue of the Cultus Lake Park Board, an annual base indemnity of \$14,500.
- 3.4 Commencing January 1, 2020 and each year there will be an increase paid to the Chair, Vice-Chair and to each Commissioner of the Cultus Lake Park Board, an amount in the Consumer Price Index, British Columbia, provided that the rate is greater than zero.

4. SEVERABILITY

If any part of this bylaw is for any reason held invalid by a court or competent jurisdiction, the invalid portion will be severed, and the severance will not affect the validity of the remainder.

5. EFFECTIVE DATE

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READ A FIRST TIME this XX day of XXXX, 20XX

READ A SECOND TIME this XX day of XXXX, 20XX

READ A THIRD TIME this XXX day of XXXX, 20XX

ADOPTED this XXX day of XXXX 20XX	
Joe Lamb, Chair Cultus Lake Park Board	Bonny Bryant Chief Administrative Officer

I HEREBY CERTIFY the foregoing to be a true and correct copy of Cultus Lake Park Board Commissioner Remuneration Bylaw No. 1163.2019

Cultus Lake Park
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE:

November 27, 2019

FILE: 3900

SUBMITTED BY:

Erica Lee, Chief Financial Officer

SUBJECT:

2020-2024 Cultus Lake Park DRAFT Financial Plan

PURPOSE:

The purpose of the report is to present the 2020-2024 Cultus Lake Park DRAFT Financial Plan along with the 2020-2024 Financial Plan Bylaw for First and Second reading.

RECOMMENDATION:

THAT the Cultus Lake Park Board give First and Second readings to Cultus Lake Park 2020-2024 Financial Plan Bylaw No. 1162, 2019.

DISCUSSION:

Staff have been working on updating the five year financial plan for the years 2020-2024 since August. This included reviewing 2019 operations to develop revenue and expenditure projections for the year and reviewing what was planned for future years to make inflationary adjustments where supported.

The 2020-2024 DRAFT Financial Plan being presented includes the base budget as approved in the current 2019-2023 Five Year Financial Plan (with minor inflationary adjustments where supported and/or changes resulting from 2019 revenue/expenditure projections). In addition, the base budget also includes a number of unavoidable operational and capital additions as discussed below. Lastly, the base budget has been adjusted for staff proposed changes to various revenue streams.

The "Unavoidable Capital Costs" and "Unavoidable Operational Costs" documents provide a listing of one unavoidable capital cost and three unavoidable operational costs. The document also quantifies their impact as included in the base budget. This list includes items legislated like minimum wage increases and other items such as the increase in premiums for business insurance and the cost of the bylaw adjudication system.

In addition, Staff developed a listing of new operational and capital initiatives proposed to be included in the five year plan. Initiatives have developed from a few sources:

- Special requests that the Board and/or public have asked Staff to consider
- Ideas generated by Park's Staff based on 2019 operations
- Strategic Priorities

The 2020-2024 Financial Plan has been prepared with a recommended increase in the lease operating levy that will see the average residents base lease increase by \$37.15 in order to fund improvements and the sustainability of the park. The proposed budget signifies a strong focus on community investment which includes improvements to areas such as safety and security, environmental sustainability, renewal and upgrades to our infrastructure, and upgrading facilities at Sunnyside Campground and our Cabins.

The DRAFT plan also proposes to increase some additional lease charges for specific services as a result of expenditure increases. The table below summarizes the 2019 lease charges vs. proposed 2020 lease charges:

Service Description	2019	2020
	Residential	Residential
	Fee	Fee
		(proposed)
Protective Services	\$ 176.50	201.93
Fire Protection	349.07	359.69
Garbage & Recycling	210.54	210.54
Insurance	12.04	12.45
Street Lights	74.48	74.48
Milfoil	15.00	15.00

The increase of \$25.43 for Protective Services (Bylaw, Policing and Security) is proposed to cover the increased costs related to increased service levels in this area and the return of security patrols in the Park to augment bylaw enforcement.

In the proposed budget other business units are also increasing their rates to off-set the increasing costs as well. These increases are as follows:

- Increasing daily parking rates from \$10 to \$12 per day in high season.
- Increasing seasonal and overnight site rates at Sunnyside Campground and for the Cabins during high-demand periods.

New Operational Initiatives

All of the new operational initiatives are ongoing items proposed to be funded from the operations budget and as indicated above are included in the DRAFT financial plan. The "New Operational Initiatives" document lists the items by business unit and financial plan impact.

New Capital Initiatives

The "New Capital Initiatives" document provides a listing of all capital items, either new or increased values that are not included in the current 2019-2020 Five Year Financial Plan. The purpose of this listing is to provide transparency to the Board and Public on those capital initiatives proposed by Staff to be included in the financial plan. A proposed funding source is provided for each item along with the financial impact and brief description. These items are also already included in the DRAFT financial plan.

Schedule of Reserves

This schedule summarizes all the financial reserves held by Cultus Lake Park showing annual contributions, estimated interest earnings and capital funding allocations over the Five Year Financial Plan. Prudent financial planning ensures that reserve balances stay positive and are sufficient to fund current and future asset replacement and renewal.

Business Unit Detail

Line by line budget details are provided for each Business Unit with commentary on some lines where changes have been made for 2020. These schedules show the revenue, operating expenditures, wages & benefits, allocated services, reserve transfers and capital planned for each unit.

Staff will be providing a presentation on the financial plan along with reviewing the budget documents in greater detail.

Prepared by:

Erica Lee, CPA, CA Chief Financial Officer Approved for submission to the Board:

Bonny Bryant

Chief Administrative Officer



Cultus Lake Park

2020-2024 Five Year Financial Plan No. 1162, 2019

A Bylaw to Adopt the 2020-2024 Financial Plan

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

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

The Cultus Lake Park Board in open meeting assembled, enacts as follows:

1. TITLE

1.1 This Bylaw may be cited for all purposes as "Cultas Lake Park 2020-2024 Financial Plan Bylaw No. 1162, 2019"

2. GENERAL REGULATIONS

2.1 Schedule "A" titled 2020 Financial Plan and Schedule "B" titled 2020-2024 Financial Plan, attached form part of this Bylaw, is hereby adopted as the Cultus Lake Park Five Year Financial Plan for the years 2020 to 2024.

3. EFFECTIVE DATE

This bylaw will come into force and effect upon its adoption.

READ A FIRST TIME this 27th day of November, 2019

READ A SECOND TIME this 27th day of November, 2019

READ A THIRD TIME this XX day of XXX, 2019

ADOPTED this XX day of XXX, 2019

Joe Lamb, Chair Cultus Lake Park Board Bonny Bryant Chief Administrative Officer

I HEREBY CERTIFY the foregoing to be a true		
and correct copy of Cultus Lake Park		
Cultas Lake Park 2020-2024 Financial Plan Bylaw No.	1162,	2019

Chief Administrative Officer

	2019 FINANCIAL PLAN	2020 FINANCIAL PLAN	2020 SUNNY- SIDE	2020 COMM LEASE	2020 RESID LEASE	2020 COMM. HALL	2020 VISITOR SERVICES	2020 PUBLIC AREAS	2020 FORESHORE LEASE	2020 VOLUNTEER FIRE DEPT	2020 PUBLIC WORKS	2020 PROTECTIVE SERVICES	2020 GENERAL & ADMIN	2020 CEAC
REVENUES														
Sunnyside Campground	\$ 2,819,480	\$ 2,996,710	\$ 2,996,710	*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Leases	564,770	601,025	-	601,025		-	-	-	-	-	-	-	-	-
Residential Leases	728,025	895,269	-	2	895,269	-	-	-	-	-	-	-	-	-
Community Hall Cabin Rentals/Visitor Services	11,790 190,087	11,950 268,260	-	-	-	11,950	268 260	-			-	-		12 -
Parking/Public Area Revenue	692,500	710,500		-			268,260	710,500	-	-	-		-	
Foreshore Lease	48,300	45,200					-	710,500	45,200		-		-	-
Volunteer Fire Department	305,620	270,010	_	_	_	-	-	_	43,200	270,010			_	-
Protective Services	3,500	3,500	<u>-</u>	2	_	<u> </u>	-	-	_	270,010	_	3,500		-
General Administration	42,500	42,500	2	-	_	-	-	_	_	_	-	-	42,500	-
CEAC	51,050	36,000											,555	36,000
TOTAL REVENUES	\$ 5,457,622	\$ 5,880,924	\$ 2,996,710	\$ 601,025	\$ 895,269	\$ 11,950	\$ 268,260	\$ 710,500	\$ 45,200	\$ 270,010	\$ -	\$ 3,500	\$ 42,500	
EXPENDITURES														
Advertising	\$ 19,850	\$ 18,350	\$ 13,450	\$ -	\$ -	\$ -	\$ 2,900	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 1,500	\$ -
Audit/Accounting	17,825	17,870	-	-	-	-	<u>-</u>	-	-	-	-	-	17,870	-
Board Level Expenses	17,000	17,000	-		-		-	-	-	-	-		17,000	-
Building Maintenance/Materials	57,795 10,000	53,950	16,000	6,500	-	3,500	7,400	6,100	-	4,350	6,100	1,000	3,000	-
Community Policing Commemorative Benches	1,900	1,900	-	-	-	-	-	1 000	-	-	-	-	-	-
Conferences	36,730	16,780	3,330	-			1	1,900	-	-	2,450	-	11.000	-
Contract Services	604,925	565,800	193,000	-	_			70,600		-	5,000	237,300	59,900	-
Data Processing	43,900	43,900	22,400	_	_	_	1,500	70,000	_	2,000	1,000	1,000	16,000	-
Education & Training	47,400	47,450	4,500	-	_	_	400	-	_	35,000	2,050	500	5,000	_
Election Expenses	-	-	-	-	,	-	-	-	-	-	-,	-	-	
Equipment Maintenance	67,650	70,300	7,500	-		-	8,400	1,000	1,500	38,600	11,300	1,000	1,000	_
Equipment Fuel	4,820	4,915	475	<u>-</u>	-	-	-	-	800	1.5	3,640	-	-	·
Garbage Collection/Recycle	181,715	181,815	53,500	13,680	100,535	=	-	7,100			7,000	-	-	-
General Maintenance	16,000	20,000	-	-	-	-	-	20,000	-	-	-	-	-	
Grounds Maintenance/Materials	138,500	88,300	38,000	2,800	-	1,000	4,440	30,000	10,000	500	1,560			-
Insurance - Business Insurance - Vehicles	138,800 25,850	162,800 29,465	26,700 1,550	29,800	6,000	7,750	15,500	19,400	14,200	9,700	12,300	6,950	14,500	-
Janitorial Supplies	37,700	45,500	19,500		-		11,000	14,000	100	5,850	18,550	1,375	2,040	-
Legal/Professional Fees	198,500	127,000	19,300		_		11,000	14,000	_	1,000	-	-	127,000	-
Licences/Permits/Taxes	6,600	5,500	1,550	_		-			1,100	-	450	2,400	127,000	-
Memberships/Dues/Subscriptions	5,300	5,330	180	_	-	_	=	-	-	700	750	2,400	3,700	-
Office Supplies	26,800	26,830	4,400	-	-	_	650	_	_	1,200	1,530	1,200	17,000	850
Interest and Bank Charges	5,350	5,400	950		-	-	-	450	-	-	-	-,	4,000	-
POS Charges	73,100	75,300	54,000	-	-	-	5,300	7,000	-	-	-	-	9,000	-
Retail Sales (COGS)	68,300	69,800	69,000	-	-	-	800	-	-	-	-	-	-	-
Office Furniture	4,500	4,500	500	-	-	-	-	-	-		-	-	4,000	-
Postage & Courier	4,000	4,000	-	-	-	-	-	-	-	-	-	-	4,000	-
Equipment Rentals	25,200	25,200	-	-	-	-	-	10,200	-	-	-	-	15,000	-
Community Wildfire Protection Plan Printing	5,000 7,650	5,000 7,650	5,000	-	-	-	250	500	150	-	-	-	5,000	2
Public Relations/Promotion	9,340	9,340	3,840		-	-	500	500	150	500	-	750 500	1,000	-
Roads & Parking	43,300	43,300	8,000	75 I	-	5	300	12,000		500	23,000	500	4,000) -
Security Systems/Supplies	4,700	4,750	2,000	_	_	_	-	12,000		500	750	500	1,000	-
Small Tools/Shop & Safety	25,400	25,800	2,500		-	_	× -	_		5,900	17,400	-	1,000	
Special Events	42,580	58,280	12,080	V=	-	-	-	12,000	-	-	-	_	-	34,200
Telecommunications	47,250	42,030	12,600	-	-	200	6,580	-	-	8,250	3,900	2,000	8,500	-

	2019 FINANCIAL PLAN	2020 FINANCIAL PLAN	2020 SUNNY- SIDE	2020 COMM LEASE	2020 RESID LEASE	2020 COMM. HALL	2020 VISITOR SERVICES	2020 PUBLIC AREAS	2020 FORESHORE LEASE	2020 VOLUNTEER FIRE DEPT	2020 PUBLIC WORKS	2020 PROTECTIVE SERVICES	2020 GENERAL & ADMIN	2020 CEAC
Utilities	495,715	505,460	392,200	6,750	35,900	4,480	32,830	8,100	_	6,530	11,390	850	6,430	
Vandalism	4,500	4,500	2,000	-	-	-	-	2,500	-	-	-	_	_	-
Travel & Vehicle Allowance	3,200	3,200	1,200	-	-	-	-	-	-	. . .	-	-	2,000	-
Twin Alders	-						-						100 \$ 100 \$	
Vehicle Maintenance	35,700	37,210	1,300		12	=	=	-	200	10,000	24,710	1,000	-	-
Vehicle/Boat Fuel	21,800	23,500	750	-	11-	-	-	-	2	2,000	18,450	1,500	800	
Wharfs & Foreshore Materials	15,000	15,000	_	-	_	_	-	(= 0)	15,000	-	-	-	_	
Signage	7,700	9,700	1,000	1,200	: -	-	-	6,500	1,000	-	-	-	_	_
Floats & Buoys	10,000	10,000		-	-	-	-	-	10,000	-	-	-	-	
Water System Maintenance/Parts	3,000	3,000	3,000	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 2,667,845	\$ 2,547,675	\$ 982,955	\$ 60,730	\$ 142,435	\$ 16,930	\$ 98,750	\$ 229,350	\$ 54,050	\$ 133,080	\$ 173,280	\$ 259,825	\$ 361,240	\$ 35,050
WAGES & BENEFITS: Commissioners Indemnities Management Salaries Staff Wages Employee Benefits TOTAL PAYROLL TOTAL OPERATING EXPENSES Reserve Allocations Capital Projects Internal Wage Allocations	\$ 54,680 274,950 1,391,349 361,880 \$ 2,082,859 \$ 4,750,704 773,835 2,224,245	\$ 84,000 282,427 1,517,560 398,610 \$ 2,282,597 \$ 4,830,272 967,280 1,173,080	\$ - 70,737 400,880 73,850 \$ 545,467 \$ 1,528,422 384,730 657,930 155,380	\$ - - - - \$ - \$ 60,730 158,780 63,570 77,250	\$ - - - - \$ 142,435 62,230 - 291,660	\$ - - - - \$ - \$ 16,930 10,000 2,070 21,060	\$ - 55,560 6,930 \$ 62,490 \$ 161,240 38,010 101,310 40,680	\$ - \$ - \$ 229,350 83,000 206,000 259,720	\$ - - - - \$ 54,050 5,000 4,190 85,860	\$ - 5,600 57,220 5,080 \$ 67,900 \$ 200,980 57,580 18,570 7,700	\$ - 86,380 623,940 190,450 \$ 900,770 \$ 1,074,050 115,000 85,870 (864,430)	\$ 341,235	\$ 84,000 119,710 314,450 106,400 \$ 624,560 \$ 985,800 50,000 33,570 (119,660)	\$ - - - - \$ - \$ 35,050
			200,000	,===	202,000	,	.0,000	2007.20	55,555	.,,	(551) 155)	11,700	(113,000)	
Overhead Expense Allocations	-	-	328,035	216,120	334,495	30,315	-	453,580	220,230	Y=.	(324,620)	(384,515)	(873,640)	-
TOTAL EXPENDITURES	\$ 7,748,784	\$ 6,970,632	\$ 3,054,497	\$ 576,450	\$ 830,820	\$ 80,375	\$ 341,240	\$ 1,231,650	\$ 369,330	\$ 284,830	\$ 85,870	\$ 3,500	\$ 76,070	\$ 36,000
SURPLUS/(DEFICIT)	(2,291,162)	(1,089,708)	(57,787)	24,575	64,449	(68,425)	(72,980)	(521,150)	(324,130)	(14,820)	(85,870)	-	(33,570)	-
APPROPRIATED SURPLUS (RESERVE APPROPRIATIONS)	2,312,915	1,109,330	657,930	63,570	-	2,070	101,310	146,000	4,190	14,820	85,870	-	33,570	-
UNAPPROPRIATED SURPLUS	\$ 21,753	\$ 19,622	\$ 600,143	\$ 88,145	\$ 64,449	\$ (66,355)	\$ 28,330	\$ (375,150)	\$ (319,940)	\$ -	\$ -	\$ -	\$ -	\$ -

CULTUS LAKE PARK 2020-2024 Financial Plan Summary

	TOTAL 2020 BUDGET	TOTAL 2021 BUDGET	TOTAL 2022 BUDGET	TOTAL 2023 BUDGET	TOTAL 2024 BUDGET
REVENUES					
Sunnyside Campground Commercial Leases Residential Leases Community Hall Cabin Rentals/Visitor Services Parking/Public Area Revenue Foreshore Lease Volunteer Fire Department Protective Services General Administration CEAC TOTAL REVENUES	\$ 2,996,710 601,025 895,269 11,950 268,260 710,500 45,200 270,010 3,500 42,500 36,000 5,880,924	\$ 3,059,030 606,575 914,988 11,950 268,260 710,500 45,200 276,320 3,500 42,500 36,700 5,975,523	\$ 3,108,330 612,375 938,495 11,950 268,260 717,440 45,200 294,535 3,500 42,500 36,904	\$ 3,156,130 618,175 955,391 11,950 268,260 717,440 45,200 290,705 3,500 42,500 37,612 6,146,863	\$ 3,203,081 624,075 972,481 11,950 268,260 717,440 45,200 297,605 3,500 42,500 37,824 6,223,916
EXPENDITURES					
Advertising Audit/Accounting Board Level Expenses Building Maintenance/Materials Community Policing Commemorative Benches Conferences Contract Services Data Processing	\$ 18,350 17,870 17,000 53,950 - 1,900 16,780 565,800 43,900	\$ 18,400 18,085 17,000 54,700 - 1,900 16,830 575,700 44,400	\$ 18,400 18,450 17,000 55,375 - 1,900 16,880 585,700 44,400	\$ 18,450 18,820 17,000 56,175 - 1,900 16,930 595,800 45,400	\$ 18,500 19,195 17,000 56,875 - 1,900 16,980 606,100 45,400
Education & Training Election Expenses	47,450 -	49,500	51,550 18,000	53,600	55,650 -
Equipment Maintenance Equipment Fuel Garbage Collection/Recycle General Maintenance Grounds Maintenance/Materials Insurance - Business	70,300 4,915 181,815 20,000 88,300 162,800	72,800 5,010 187,915 20,000 88,720 165,800	75,300 5,105 188,015 20,000 89,140 168,900	77,800 5,210 188,115 20,000 89,560 172,100	80,300 5,290 188,215 20,000 89,980 175,300
Insurance - Vehicles Janitorial Supplies	29,465 45,500	29,831 45,500	30,102 45,500	30,475 46,000	30,845 46,000
Legal/Professional Fees Licences/Permits/Taxes Memberships/Dues/Subscriptions Office Supplies Interest and Bank Charges	127,000 5,500 5,330 26,830 5,400	127,000 5,500 5,335 27,085 5,450	127,000 5,500 5,340 27,115 5,450	127,000 5,500 5,345 27,670 5,500	127,000 5,500 5,345 28,300 5,550
POS Charges Retail Sales (COGS)	75,300 69,800	77,300 71,325	79,300 71,325	81,500	81,500
Office Furniture Postage & Courier Equipment Rentals Community Wildfire Protection Plan Printing Public Relations/Promotion Roads & Parking Security Systems/Supplies	4,500 4,000 25,200 5,000 7,650 9,340 43,300 4,750	71,325 4,500 4,000 25,500 5,000 7,650 9,340 43,300 4,750	71,325 4,500 4,000 25,800 5,000 7,650 9,340 43,300 4,750	71,350 4,500 4,000 26,100 5,000 7,650 9,340 43,300 4,750	71,350 4,500 4,000 26,400 5,000 7,650 9,390 43,300 4,800
Small Tools/Shop & Safety	25,800	26,210	26,620	27,040	27,460

		TOTAL 2020 BUDGET		TOTAL 2021 BUDGET		TOTAL 2022 BUDGET		TOTAL 2023 BUDGET	TOTAL 2024 BUDGET
Special Events		58,280		58,940		59,610		60,300	60,990
Telecommunications		42,030		42,480		43,230		43,680	44,530
Utilities		505,460		516,935		527,940		539,955	552,350
Vandalism		4,500		4,500		4,500		4,500	4,500
Travel & Vehicle Allowance		3,200		3,200		3,200		3,200	3,200
Twin Alders		-,		-,				0,200	-/
Vehicle Maintenance		37,210		37,750		38,300		38,860	39,430
Vehicle/Boat Fuel		23,500		23,730		23,960		24,190	24,420
Wharfs & Foreshore Materials		15,000		15,000		15,000		15,000	15,000
Signage		9,700		9,700		9,700		9,700	9,700
Floats & Buoys		10,000		10,000		10,000		10,000	10,000
Water System Maintenance/Parts		3,000		3,000		3,000		3,000	3,000
SUBTOTAL	\$	2,547,675	\$	2,591,571	\$	2,645,147	\$	2,666,265	\$ 2,702,695
WAGES & BENEFITS: Commissioners Indemnities Management Salaries Staff Wages Employee Benefits TOTAL PAYROLL TOTAL OPERATING EXPENSES Reserve Allocations Capital Projects Allocated Wages	\$ \$	84,000 282,427 1,517,560 398,610 2,282,597 4,830,272 967,280 1,173,080	\$ \$	85,470 287,260 1,553,280 405,450 2,331,460 4,923,031 984,185 519,190	\$ \$	86,970 292,190 1,580,610 412,710 2,372,480 5,017,627 990,049 803,090	\$ \$	88,490 297,210 1,608,420 419,800 2,413,920 5,080,185 996,862 536,090	\$ 90,040 302,310 1,636,720 427,320 2,456,390 5,159,085 1,002,304 597,590
Allocated Overhead Expenses		-		_		-		-	
TOTAL EXPENDITURES	\$	6,970,632	\$	6,426,406	\$	6,810,766	\$	6,613,137	\$ 6,758,979
SURPLUS/(DEFICIT)		(1,089,708)		(450,883)		(731,277)		(466,273)	(535,063)
APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)		(1,109,330)		(466,950)		(739,840)		(484,360)	(546,870)
UNAPPROPRIATED SURPLUS	\$	19,622	\$	16,067	\$	8,563	\$	18,087	\$ 11,807

CULTUS LAKE PAR	RK												
2020 - 2024 Finar	ncial Planning Worksheet - Sunnyside C	ampground											
YTD - Updated to Oc													
			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	*
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
		7,33327	1	,		141141114	101101100 (10)	8	5851		- Lugar	Baugar	Esta dell'illano
	REVENUE												
												No. of the last of	Increase for inflation and minimum wage increases - \$134 increase
10-1-100-4000	Seasonal - Waterfront Lots	390,686	477,367	477,367	475,300	2,067	0.4%	519,800	530,200	540,800	551,600	562,600	for 2020. (97 sites)
													Increase for inflation and minimum wage increases - \$125 increase
10-1-100-4001	Seasonal - View Lots	139,746	170,213	170,213	169,750	463	0.3%	185,180	188,900	192,700	196,600	200,500	for 2020. (37 sites)
													Increase for inflation and wage increases - \$115 increase for 2020.
10-1-100-4002	Seasonal - Regular Lots	801,082	898,618	898,618	919,700	(21,082)	-2.3%	981,800	1,001,400	1,021,400	1,041,800	1,062,600	(214 sites)
10-1-100-4003	Overnights - Full Hook Up	460,582	509,018	509,018	440,600	68,418	15.5%	478,500	488,100	488,100	497,900	497,900	
10-1-100-4004	Overnights - No Hook Ups	186,301	206,806	206,806	182,050	24,756	13.6%	187,050	192,050	197,050	197,050	200,991	
10-1-100-4005	Overnights - View Lots	77,189	79,627	79,627	75,400	4,227	5.6%	77,400	79,400	81,400	81,400	83,028	Inflationary increase built into budget
10-1-100-4006	Overnights - Waterfront Lots	103,929	109,110	109,110	98,080	11,030	11.2%	100,080	104,080	108,080	108,080	110,242	initationary increase built into budget
10-1-100-4011	Overnights - Group Area A & B	26,093	31,837	31,837	28,000	3,837	13.7%	29,000	30,000	31,000	31,000	31,620	
10-1-100-4015/4900	Other Sundry-Parking/Miscellaneous	272,572	328,898	328,898	281,000	47,898	17.0%	285,000	289,000	291,900	294,800	297,700	
10-1-100-4016	Overnights - Milfoil Revenue	6,588	-	-	5,600	(5,600)	-100.0%	5,600	5,600	5,600	5,600	5,600	
10-1-100-4017	SS WIFI Sales	5,393	3,867	3,867	2,500	1,367	54.7%	2,500	2,500	2,500	2,500	2,500	
10-1-100-4050	Sunnyside Store Sales	90,851	156,474	156,474	135,000	21,474	15.9%	138,000	141,000	141,000	141,000	141,000	
10-1-100-4900	Sunnyside Miscellaneous			-									
10-1-100-4910	Laundromat	4,963	6,168	6,168	4,500	1,668	37.1%	4,800	4,800	4,800	4,800	4,800	
10-1-100-4950	Retail Sales	6,820	6,554	6,554	2,000	4,554	227.7%	2,000	2,000	2,000	2,000	2,000	
	TOTAL REVE	NUE \$ 2,572,795	\$ 2,984,557	\$ 2,984,557	\$ 2,819,480	\$ 165,077	5.9%	\$ 2,996,710	\$ 3,059,030	\$ 3,108,330	\$ 3,156,130	\$ 3,203,081	
	EVERYINE INC.												
	EXPENDITURES		-										
	OPERATING												
10-2-100-5000	Advertising - media	12,291	11,704	13,450	13,450	-	0.0%	13,450	13,450	13,450	13,450	13,450	
10-2-100-6050	Building Materials/Electrical Repairs	18,309	14,748	22,500	22,500	-	0.0%	16,000	16,000	16,000	16,000	16,000	
10-2-100-5375	Contract Services - Security	145,859	167,322	173,000	189,000	16,000	8.5%	193,000	197,000	201,000	205,000		Security Contract - Griffin
10-2-100-5400 10-2-100-5500	Conferences	2,536 15.264	15,793	16,000	3,330 22,400	3,330 6,400	100.0%	3,330 22,400	3,330 22,400	3,330 22,400	3,330 22,400	3,330 22,400	
	Data Processing		132	2,500	4,500		44.4%	4,500	4,500	4,500	4,500		
10-2-100-5700	Education & Training	2,429	132	2,500	4,500	2,000	44.4%	4,500	4,500	4,500	4,500	4,500	
													*New Initiative - Increase by \$2,000 to allow for adequate
10-2-100-5800	F1	4,168	9.294	9,500	5,500	(4.000)	-72.7%	7,500	7,500	7,500	7,500	7.500	maintenance of the campgrounds Gators and Fire Protection Equipment.
10-2-100-5800	Equipment Maintenance	4,168	338	350	450	(4,000)	22.2%	475	500	525	550	550	
10-2-100-5820	Equipment Fuel	53,497	40.378	54,250	53,500	(750)	-1.4%	53,500	53,500	53,500	53,500	53,500	
	Garbage Collection/Recycle		40,378	50,000	50,000	(/50)	0.0%	38,000	38,000	38,000	38,000	38,000	
	Grounds Maintenance Insurance - Business	56,978 18.931	18.046	30,802	23,300	(7,502)	the second second second second second second second	26,700	27,200	27,700	28,300	such market and market and county and	*Unavoidable Costs - Increase of \$3.400 to reflect increases
COLUMN TO A STATE OF THE PARTY		18,931	18,046	30,802	23,300	(7,302)	-32.2%	20,700	27,200	21,700	28,300	28,900	Vehicle Transferred to Sunnyside from Public Works - Reallocation of
10-2-100-6000 10-2-100-6100	insurance - business					(900)	0.0%	1,550	1,560	1,570	1,580	1 500	Vehicle Costs
10-2-100-6100			740	000				1,550	-,				VEHICLE COSCS
10-2-100-6100 10-2-100-6200	Insurance -Vehicle	17.004	748	900	10.000	- '- '		10 500	10 500	10 500			
10-2-100-6100 10-2-100-6200 10-2-100-6300	Insurance -Vehicle Janitorial Supplies	17,804	18,260	18,000	18,000	-	0.0%	19,500	19,500	19,500	20,000	20,000	
10-2-100-6100 10-2-100-6200 10-2-100-6300 10-2-100-6500	Insurance -Vehicle Janitorial Supplies Licences	139	18,260 142	18,000 1,550	1,550	-	0.0% 0.0%	1,550	1,550	1,550	1,550	1,550	
10-2-100-6100 10-2-100-6200 10-2-100-6300 10-2-100-6500 10-2-100-6450	Insurance -Vehicle Janitorial Supplies Licences Professional Fees	139 300	18,260 142 240	18,000 1,550 240	1,550 150	- (90)	0.0% 0.0% -60.0%	1,550 180	1,550 185	1,550 190	1,550 195	1,550 195	Increase due to increase Costco Membership Costs
10-2-100-6100 10-2-100-6200 10-2-100-6300 10-2-100-6500 10-2-100-6450 10-2-100-6800	Insurance - Vehicle Janitorial Supplies Licences Professional Fees Office Supplies	139 300 5,183	18,260 142 240 4,274	18,000 1,550 240 4,400	1,550 150 4,400	-	0.0% 0.0% -60.0% 0.0%	1,550 180 4,400	1,550 185 4,400	1,550 190 4,400	1,550 195 4,400	1,550 195 4,400	increase due to increase Costco Membership Costs
10-2-100-6100 10-2-100-6200 10-2-100-6300 10-2-100-6500 10-2-100-6450 10-2-100-6800 10-2-100-6810	Insurance -Vehicle Janitorial Supplies Licences Professional Fees Office Supplies Interest & Bank Charges/Cash Over-Short	139 300 5,183 (32)	18,260 142 240 4,274 889	18,000 1,550 240 4,400 900	1,550 150 4,400 900	- (90)	0.0% 0.0% -60.0%	1,550 180 4,400 950	1,550 185 4,400 950	1,550 190 4,400 950	1,550 195	1,550 195 4,400 1,000	Increase due to increase Costco Membership Costs
10-2-100-6100 10-2-100-6200 10-2-100-6300 10-2-100-6500 10-2-100-6450 10-2-100-6800	Insurance - Vehicle Janitorial Supplies Licences Professional Fees Office Supplies	139 300 5,183	18,260 142 240 4,274	18,000 1,550 240 4,400	1,550 150 4,400	- (90)	0.0% 0.0% -60.0% 0.0% 0.0%	1,550 180 4,400	1,550 185 4,400	1,550 190 4,400	1,550 195 4,400 1,000	1,550 195 4,400	Increase due to increase Costco Membership Costs

			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
0-2-100-7000	Printing	4,236	2,225	2,225	5,000	2,775	55.5%	5,000	5,000	5,000	5,000	5.000	
)-2-100-7100	Promotion/Public Relations	2,772	1,030	1,200	3,840	2,640	68.8%	3,840	3,840	3,840	3,840	3,840	
0-2-100-7200	Roads & Parking	3,559	2,754	8,000	8,000	-	0.0%	8,000	8,000	8,000	8,000	8,000	
0-2-100-7300	Vandalism Repairs	2,296	623	2,000	2,000		0.0%	2,000	2,000	2,000	2,000	2,000	
0-2-100-7400	Security Systems/Supplies	1,248	2,521	2,000	2,000	-	0.0%	2,000	2,000	2,000	2,000	2,000	
													*New Initiative - Ongoing maintenance of Septic Lines within the
0-2-100-7500	Septic System Maintenance				-		0.0%	5,000	5,000	5,000	5,000	5,000	campground and to pump out the remaining septic tanks.
0-2-100-7500	Sewer	144,528	4,843	112,004	121,630	9,626	7.9%	109,400	111,600	113,800	116,100	118,400	
600/7650/7625	Shop Supplies/Small tools/Safety Supplies	986	2,577	2,500	2,500	-	0.0%	2,500	2,500	2,500	2,500	2,500	
0-2-100-7700	Special Programs/Events	12,029	4,914	5,400	12,080	6,680	55.3%	12,080	12,080	12,080	12,080	12,080	
0-2-100-7800	Telecommunications	13,450	13,205	13,205	12,500	(705)	-5.6%	12,600	12,700	12,800	12,900	12,900	
0-2-100-7900	Travel Expense	330	149	500	1,200	700		1,200	1,200	1,200	1,200	1,200	
0-2-100-8000	Propane	6,001	6,594	12,250	12,250	-	0.0%	12,500	12,500	12,500	12,500	12,500	
0-2-100-8005	Hydro	81,362	71,999	85,000	97,000	12,000	12.4%	100,000	104,000	108,000	112,000	116,000	
0-2-100-8020	Water	146,134	-	167,900	167,900	-	0.0%	170,300	173,000	175,600	179,100	182,700	
0-2-100-8100	Vehicle Maintenance		656	1,000		(1,000)	0.0%	1,300	1,330	1,360	1,390	1,420	Vehicle Transferred to Sunnyside from Public Works - Realloca
0-2-100-8130	Vehicle Fuel		129	300	ost – tresumos more — mis	(300)	0.0%	750	760	770	780	790	Insurance Costs.
0-2-100-8201	Signage	799	423	500	500		0.0%	1,000	1,000	1,000	1,000	1,000	*New Initiative - Increase by \$500 to align with actuals
0-2-100-8300	Water System Maintenance	521	2,357	3,000	3,000	-	0.0%	3,000	3,000	3,000	3,000	3,000	
	TOTAL OPERATING	\$ 889,350	\$ 622,911	\$ 974,253	\$ 984,330	\$ 10,077	1.0%	\$ 982,955	, -,,	\$ 1,015,515	\$ 1,032,645	\$ 1,047,195	
	WAGES & BENEFITS							0					
0-2-100-8600	Management Salaries	-	53,604	68,850	68,850		0.0%	70,737	71,970	73,230	74,510	75,810	
0-2-100-8700	Staff Wages - Gatehouse	163,353	173,703	175,400	175,400		0.0%	184,130	191,500	194,850	198,260	201,730	
0-2-100-8701	Staff Wages - Custodian	77,850	80,425	82,660	86,700	4,040	4.7%	91,800	95,470	97,140	98,840	100,570	*Unavoidable Cost - Increase in wages due to minimum wage
0-2-100-8705	Staff Wages - Site Maintenance	67,390	75,961	74,475	85,975	11,500	13.4%	94,775	98,570	100,290	102,050	103,840	increases in 2019/2020/2021
0-2-100-8710	Staff Wages - Store	21,101	30,480	30,480	28,375	(2,105)	-7.4%	30,175	31,380	31,930	32,490	33,060	
/ultiple	Employee Benefits	36,382	58,378	71,770	71,770	-	0.0%	72,150	73,520	74,920	76,340	77,790	
0-2-100-8825	Uniforms/Criminal Check	1,157	1,756	1,756	1,300	(456)	-35.1%	1,700	1,700	1,700	1,700	1,700	Increase of \$400 to allign with actual costs
	TOTAL WAGES & BENEFITS	\$ 367,233	\$ 474,307	\$ 505,391	\$ 518,370	\$ 12,979	2.5%	\$ 545,467	\$ 564,110	\$ 574,060	\$ 584,190	\$ 594,500	
0-2-100-9800	RESERVE ALLOCATIONS												
	Sunnyside - Septic/Sewer	35,000	85,000	84,367	85,000	633	0.7%	199,330	199,330	199,330	199,330	199,330	
	Sunnyside - 5% of Revenue	108,788	149,200	149,200	146,000	(3,200)	-2.2%	149,800	153,000	155,400	157,800	160,200	
	Sunnyside - Electrical	30,000	10,000	10,000	10,000	0	0.0%	10,000	20,000	22,500	25,000	27,500	
	Sunnyside - Facility Life Cycle	25,000	10,000	10,000	10,000	0	0.0%	10,000	15,000	17,500	20,000	20,000	
	Sunnyside - Utility Vehicle	10,000	10,000	10,000	10,000	0	0.0%	10,000	10,000	10,000	10,000	10,000	
	Milfoil Control Reserve	6,447	0	5,600	5,600	0	0.0%	5,600	5,600	5,600	5,600	5,600	
0-2-100-9805	TOTAL RESERVE ALLOCATIONS	\$ 215,235	\$ 264,200	\$ 269,167	\$ 266,600	\$ (2.567)	-1.0%	\$ 384,730	\$ 402,930	\$ 410,330	\$ 417,730	\$ 422,630	

			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	CAPITAL PROJECTS												
	Power Pole Assessment							7,500					*New Capital Initiative - Funds to do an assessment of the powe
	Power Pole Replacements							15,000	15,000	15,000			poles within Sunnyside and to do necessary replacements to po
	Transformer Replacements							10,000	10.000	10,000	10,000	10,000	and transformers
	Bathroom #2 Replacement							10,000	10,000	400,000	10,000	10,000	*New Capital Initiative - Funds to replace bathroom#2
										400,000			*New Capital Initiative - Funds to install a security camera at the
	Security Camera for Compound							5,000					campground compound.
													*New Capital Initiative - Funds to replace approximately 5- table
	Picnic Table Replacement							5,000	5,000	5,000	5.000	5.000	annually.
													*New Capital Initiative - Funds to delineate the dog swim areas
	Delineation of Dog Swim Areas							13,500					Sunnyside Beach
2-100-9000	Redwood Playground	7,212			-	-	0.0%	10,000	-	-	-	-	
	Bear Bins	34,508			-	-		-	-	-	-	-	
	Golf Carts	-	3,745	5,000	5,000	-	0.0%		-		-	-	
	Hot water tank	15,000		6,000	6,000	-	0.0%	6,000	-	•	-	-	
	Paving	-	86,316	90,000	90,000	-	0.0%	45,000	45,000	45,000	45,000	45,000	
	Electric Box Upgrade	14,106	7,225	10,000	10,000	-	0.0%	10,000	10,000	10,000	10,000	10,000	
	Catch Basins in Tenting	•		3,000	3,000	-	0.0%	3,000	3,000	3,000	3,000	3,000	
	Computer Upgrades		2,247	3,000	3,000	-							
	Movie Night Equipment			3,000	3,000								
	AED	-		-	-	-	0.0%	-	-		2,500	2,500	
	Fencing	3,500	4.914	10,000	10,000		0.0%	0.000					
	rending	3,500	4,914	10,000	10,000		0.0%	8,600					*New Capital Initiative - Additional \$1,000 to address fencing ne
	Tree Maintenance/Rehabilitation	4,762	13,668	15,000	15,000		0.0%	20,000	20,000	20,000	10,000	10,000	*New Capital Initiative - Additional \$5,000 to address tree maintence
	Sewer System	4,762	13,008	85,000	85,000		0.0%	199,330	199,330	199,330	199,330	199,330	
	Jenei System			05,000	05,000			155,550	133,330	155,550	199,330	199,530	* Unavoidable Cost - Phase 2 Connection of Sunnyside to Sewer
	Sewer System			427,000	300,000	(127,000)		300,000					System
	Washroom Repairs	81,836	3,067	3,150	3,150	- (12,,000)	0.0%	-	-	-	-	•	System
	Generator for Store	1,150	3,007	-	-	-	0.0%	-	-	-			
	W. Si Haggada	26,810	21,254	42,000	70.000	20.000	40.004						
	Wi-Fi Upgrade Kiosk Expansion & Gates	16,912	21,254	42,000	70,000	28,000	40.0%	-	-	- :			
	Gator	14,980				-	0.0%	-	-		- :		
	Security Cameras	9,713				-	0.0%	-					
	TOTAL CAPITAL		\$ 142,436				-16.4%		\$ 277,330				
	TOTAL EXPENDITURES BEFORE ALLOCATIONS			\$ 2,450,961		\$ (78,511)	-3.3%	\$ 2,571,082					

				2019	2019											
		2018		YTD	Yearend	2019				2020	2021	202	22	2023	2024	
GL	Account Name	Actual	+	Actual	Projection	Budget	Variance (\$)	Variance (%)	+	Budget	Budget	Bud	get	Budget	Budget	2020 Comments
	TOTAL INTERNAL WAGE ALLOCATIONS	\$ 219,49	90	\$ 111,153	\$ 148,219	\$ 148,219	\$ -	0.0%	5	155,380	\$ 158,090	\$ 16	0,850	\$ 163,660	\$ 166,530	
	TOTAL OVERHEAD EXPENSE ALLOCATION	\$ 267,69	96	\$ 207,147	\$ 276,800	\$ 276,800	\$ -		5	328,035	\$ 332,240	\$ 34	0,205	\$ 341,170	\$ 345,735	
	TOTAL EXPENDITURES	\$ 2,189,49	92	\$ 1,822,154	\$ 2,875,980	\$ 2,797,469	\$ (78,511)	-2.8%	3	3,054,497	\$ 2,734,735	\$ 2,77	8,290	\$ 2,809,225	\$ 2,846,420	
	CONTRIBUTION TO (FROM)	\$ 383,30)3	\$ 1,162,403	\$ 108,577	\$ 22,011	\$ (86,566)	-393.3%	5	(57,787)	\$ 324,295	\$ 33	0,040	\$ 346,905	\$ 356,661	
	Appropriation from Sunnyside Reserve	(195,98	30)	(197,003)	(702,150) (603,150)	99,000	-16.4%		(657,930)	(277,330	(27	7,330)	(269,830)	(269,830)	
	Appropriated from Accumulated Surplus	(235,89	96)	(12,500)	(12,500) (12,500)	-	0.0%					-	-	-	
	NET CONTRIBUTION TO (FROM)	\$ 815,17	79	\$ 1,371,906	\$ 823,227	\$ 637,661	\$ (185,566)	-29.1%	3	600,143	\$ 601,625	\$ 60	7,370	\$ 616,735	\$ 626,491	

CULTUS LAK	E PARK												
2020 - 2024	Financial Planning Worksheet - Protective Ser	vices											
	to October 15, 2019	-	-							-			
			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	, tabbane ranic	rictuui	Accuai	Trojection	Duaget	variance (5)	Variance (70)	budget	buuget	Budget	budget	Budget	2020 Comments
	REVENUE												
.0-1-125-4600	Commercial Leases		-	-		-	0.0%	-	-	-		-	
.0-1-125-4605	Residential Leases		-	-	-		0.0%	-	-				
.0-1-125-4675	Bylaw Enforcement Tickets	5,301	200	500	3,500	- 3.000	05.70	2.500	2 500	2 500			
0-1-125-4900	Miscellaneous Revenue	4,750	200	500	3,500	- 3,000	-85.7%	3,500	3,500	3,500	3,500	3,500	
10-1-125-4500	TOTAL REVENUE \$	-	\$ 200	\$ 500	\$ 3,500	\$ (3,000)	-85.7%	A 2 700	A 2.500	A 2.500	A 0.000		
	TOTAL REVENUE 3	10,031	\$ 200	\$ 500	\$ 3,500	\$ (3,000)	-85./%	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	
	EXPENDITURES												
	OPERATING		-	-									
10-2-125-5300	Building Materials	80	356	1.000	1,000		0.0%	1,000	1,000	1,000	1,000	1,000	
.0-2-125-5375	Contract Services	161,149	178,831	180,831	231,750	50,919	0.0%	237,300	242,000	246,800	251,700	256,700	*New Operational - Police MOU and Security Contract
10-2-125-5500	Data Processing	101,145	4,289	4,500	1,000	(3,500)	-350.0%	1,000	1,000	1,000	1,000	1,000	New Operational - Police MOO and Security Contract
0-2-125-5700	Education & Training		4,203	4,300	500	500	100.0%	500	500	500	500	500	
0-2-125-5800	Equipment Maintenance		668	700	2,850	2.150	75.4%	1.000	1,000	1,000	1,000	1,000	
0-2-125-6100	Insurance - Business	6,184	5,075	8,525	6,800	(1,725)	-25.4%	6,950	7,100	7,200	7,300	7,400	1
10-2-125-6200	Insurance - Vehicles	0,104	670	900	- 0,800	(900)	0.0%	1,375	1,400	1,430	1,460	1,490	Increase of \$150 to reflect actual costs *Bylaw vehicle
10 1 113 0100	Institute Venices		0,0	300		(500)	0.076	1,373	1,400	1,430	1,460	1,490	Increase of \$2,000 for participation in Bylaw Adjudication System at
10-2-125-6500	Licenses/Permits	352	352	352	400	48	12.0%	2,400	2,400	2,400	2,400	2.400	City of Chilliwack.
10-2-125-6800	Office Supplies	442	3,341	3,341	1,200	(2,141)	-178.4%	1,200	1,200	1,200	1,200	1,200	
10-2-125-7000	Printing	523	460	750	750	-	0.0%	750	750	750	750	750	
10-2-125-7100	Public Relations	28	100	150	500	350	70.0%	500	500	500	500	500	
10-2-125-7400	Security Systems/Supplies	304	721	721	500	(221)	-44.2%	500	500	500	500	500	
													*Bylaw no longer using radios only cell phones causing a reduction
10-2-125-7800	Telecommunications/ Radios	2,251	928	2,000	9,500	7,500	78.9%	2,000	2,050	2,100	2,150	2,200	costs for communications
10-2-125-8000	Propane & Natural Gas	878	624	825	825	-	0.0%	850	875	900	925	950	
0-2-125-8100	Vehicle Maintenance		269	600		(600)	0.0%	1,000	1,020	1,040	1,060	1,080	*Bylaw vehicle
0-2-125-8130	Vehicle Fuel	-	200	400	-	(400)	0.0%	1,500	1,530	1,560	1,590	1,620	*Bylaw vehicle
	TOTAL OPERATING \$	172,191	\$ 196,884	\$ 205,595	\$ 257,575	\$ 51,980	20.2%	\$ 259,825	\$ 264,825	\$ 269,880	\$ 275,035	\$ 280,290	
	WAGES & BENEFITS												
10-2-125-8700	Staff Wages	0	43,258	50,000		(50,000)	0.0%	65.510	66,660	67,830	60.020	70 220	
Multiple	Employee Benefits	_ 0	5.100	6,000		(6,000)	0.0%	15,800	16,080	16,360	69,020 16.650	70,230 16,940	*New Operational - Bylaw Officer
10-2-125-8825	Uniforms		101	1,500		(1,500)	0.0%	100	10,080	10,360	100	100	
10 2 123 0023	TOTAL WAGES & BENEFITS \$	-	\$ 48,459			\$ (57,500)	0.0%	\$ 81,410					
	RESERVE ALLOCATIONS												
		1.000	1.000	1.000	1.000	200	0.004	4.000	4.000	4.055	4.000	4.055	
	Equipment	1,000	1,000		1,000	•	0.0%	1,000	1,000	1,000	1,000	1,000	
	Renovations TOTAL RESERVE ALLOCATIONS \$			1,000 \$ 2,000	1,000	-	0.0%	1,000	1,000	1,000	1,000	1,000	
	TOTAL RESERVE ALLOCATIONS \$	2,000	\$ 2,000	2,000	\$ 2,000	\$ -	0.0%	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	

Protective Services

			2019	2019												
	2018		YTD	Yearend	2019				2020	2021		2022	2023		2024	
Account Name	Actual		Actual	Projection	Budget	Variance (\$)	Variance (%)	-	Budget	Budget	-	Budget	Budget		Budget	2020 Comments
CAPITAL PROJECTS		+						+			+					
Washroom Repair	4,510						0.0%			-		-	-			
Vehicle Boots	1,865					-	0.0%									
Body Cams				9-0	15,000	15,000	100.0%									
Community Policing Renovations			66,013	66,013	60,000	(6,013)										
 TOTAL CAPITAL			66,013				12.0%	5	-	\$ -		-	*	\$	-	
TOTAL EXPENDITURES BEFORE ALLOCATIONS	180,566	\$	313,356	\$ 331,108	\$ 334,575	\$ 3,467	1.0%	5	343,235	\$ 349,6	55 \$	356,170	\$ 362,80	\$	369,560	
TOTAL INTERNAL WAGE ALLOCATIONS	38,910		32,649	43,530	43,530	-	0.0%	1	44,780	45,5	70	46,370	47,180)	48,010	
TOTAL OVERHEAD EXPENSE ALLOCATION	(203,050) \$	(223,317)	\$ (297,755)	\$ (297,755)	\$ -		\$	(384,515)	\$ (391,7	35) \$	(399,040)	\$ (406,48	5) \$	(414,070)	
TOTAL EXPENDITURES	16,426		122,688	\$ 76,883	\$ 80,350	\$ 3,467	4.3%	5	3,500	\$ 3,5	00 \$	3,500	\$ 3,500	\$	3,500	
CONTRIBUTION TO (FROM)	(6,375) \$	(122,488)	\$ (76,383)	\$ (76,850)	\$ (467)	0.6%	\$	-	\$ -	\$	-	\$ -	\$		
Appropriated from Protective Services Reserve	(6,375)	(25,000)	(25,000)	(40,000)	(15,000)	37.5%	+		-		-		+	-	
Appropriated from Accumulated Surplus	-		(35,000)	(36,850)	(36,850)	-	0.0%			-		-	-		-	
NET CONTRIBUTION TO (FROM)			(62,488)	\$ (14,533)	\$ (0)	\$ (14,533)	4152285.7%			\$ -	-		\$ -	6	15.0011-0.00	

Protective Services

CULTUS LAKE	EPARK												
020 - 2024	Financial Planning Worksheet - Visitor Se	rvices (Cabi	ns)										
TD - Updated	to October 15, 2019	· I	i										
-			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	REVENUE		_			,		-					
	REVENUE										-	-	
-1-150-4400	Cabin Rentals	164,918	150,662	154,802	185,087	- 30,285	-16.4%	178,700	178,700	178,700	178,700	178,700	
0-1-150-4400	Twin Alders & Yellow Barn							84,560	84,560	84,560	84,560	84,560	
-1-150-4900													
-1-150-4950	Miscellaneous Income	5,326	6,166	6,370	5,000	1,370	27.4%	5,000	5,000	5,000	5,000	5,000	
	TOTAL REVENUE	\$ 170,244	\$ 156,828	\$ 161,172	\$ 190,087	\$ (28,915)	-15.2%	\$ 268,260	\$ 268,260	\$ 268,260	\$ 268,260	268,260	
	EXPENDITURES												
	OPERATING									-			
)-2-150-5000		1,288	1,485	1,500	1,400	(100)	-7.1%	2,900	2,900	2,900	2,900	2.000	
)-2-150-5000)-2-150-5300	Advertising - media	1,288	1,485	1,500	1,400	(100)	-7.1%	2,900	2,900	2,900	2,900	2,900	
0-2-150-5300	Building Materials/Maintenance/Electrical Repair	3,012	2,788	4,000	4,975	975	19.6%	7,400	7,400	7,400	7,400	7,400	
0-2-150-5375	Contract Services	-,		,		3.0		-	-	-	-	-	
-2-150-5500	Data Processing	986	2,420	1,600	1,500	(100)	-6.7%	1,500	1,500	1,500	1,500	1,500	
-2-150-5700	Education & Training	110		-	400	400	100.0%	400	400	400	400	400	
-2-150-5800	Equipment & Material Replacement	2,481	6,686	7,900	7,900		0.0%	8,400	8,400	8,400	8,400	8,400	
0-2-150-6000	Grounds Maintenance	26		3,170	3,170	-	0.0%	4,440	4,830	5,220	5,610	6,000	
0-2-150-6100	Insurance - Business	7,550	6,925	9,650	8,400	(1,250)	-14.9%	15,500	15,800	16,100	16,400	16,700	Increase of \$2,800 to reflect actual costs - addition of 4169 Columbia Valley Hwy
0-2-150-6300	Janitorial Supplies	1,261	1,399	2,399	3,200	801	25.0%	5,600	5,600	5,600	5,600	5,600	Columbia valicy riwy
-2-150-6301	Linen	1,952	2,844	3,000	3,000	-	0.0%	5,400	5,400	5,400	5,400	5,400	
0-2-150-6500	Licenses/Permits	1,552	2,044	3,000	-	-	0.0%	-	-	-	-	-	
0-2-150-6450	Professional Fees		-		-	-	0.0%	-			-	-	
0-2-150-6800	Office Supplies	1,013	3,463	3,500	650	(2,850)		650	650	650	650	650	
-2-150-6812		1,010	5,403	5,500	030	(2,030)	,50.570	050	050	030	050	030	
0-2-150-6810	POS Charges/Bank Charges	4,306	7,142	7,000	5,100	(1,900)	-37.3%	5,300	5,300	5,300	5,500	5,500	
-2-150-6817	Cost of Goods Sold	386		-	800	800		800	825	825	850	850	
-2-150-7000	Printing	43	-	-	250	250		250	250	250	250	250	
-2-150-7100	Promotion/Public Relations		50	50	500	450		500	500	500	500	500	
-2-150-7200	Roads & Parking			-	300	300		300	300	300	300	300	
-2-150-7400	Security System & Supplies		317	317		(317)		-		-	-	-	
-2-150-7500	Septic System Supplies & Maintenance	-		-	-	-	0.0%	-	-	- 1	-	-	
-2-150-7500	Sewer		1,121	2,201	4,860	2,659	54.7%	6,650	6,800	6,900	7,000	7,100	
-2-150-7800	Telecommunications/Cable	3,898	3,252	3,700	3,700	-	0.0%	6,580	6,580	6,580	6,580	6,580	
-2-150-8010	Cable	-	-			-	0.0%						
-2-150-7900	Travel & Vehicle Allowance					-	0.0%	-		-	-	-	
-2-150-8000	Propane & Natural Gas	1,741	1,375	1,850	1,850		0.0%	4,940	5,000	5,100	5,200	5,300	
-2-150-8005	Hydro	10,075	7,405	7,800	7,800	-	0.0%	14,340	14,600	14,900	15,200	15,500	
0-2-150-8020	Water	4,553		5,120	5,120	-	0.0%	6,900	7,000	7,100	7,200	7,300	
J-2-13U-8UZU					-	-	0.0%	-	-	-	-	-	
0-2-150-8020	Signage		-	-		-	0.076	-		- 1	-	- 1	

Visitor Services (Cabins)

			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	WAGES & BENEFITS												
2-150-8700	Staff - Visitor Services	44,808	40,560	45,560	49,969	4,409	8.8%	55,560	56,530	57,520	58,530	59,550	
tiple	Employee Benefits	3,931	4,176	6,050	6,050	-	0.0%	6,730	6,860	6,990	7,120	7,260	
	Uniforms	77			-		0.0%	200	-	200		200	
	TOTAL WAGES & BENEFITS	48,816	\$ 44,736	\$ 51,610	\$ 56,019	\$ 4,409	7.9%	\$ 62,490	\$ 63,390	\$ 64,710	\$ 65,650	\$ 67,010	
	RESERVE ALLOCATIONS												
	Cabins Reserve	15,700	17,050	17,050	17,050	-	0.0%	18,500	18,500	18,500	19,000	19,000	
	Cabin Reserve -Twin Alders/Yellow Barn							14,000	14,000	14,270	14,540	14,820	
7.170.10.10.20.11.11.12.	Sewer & Septic Reserve	600	2,600	2,600	2,600	-	0.0%	5,510	5,560	5,610	5,660	5,710	
	TOTAL RESERVE ALLOCATIONS	16,300	\$ 19,650	\$ 19,650	\$ 19,650	\$ -	0.0%	\$ 38,010	\$ 38,060	\$ 38,380	\$ 39,200	\$ 39,530	
	CAPITAL PROJECTS												
	Sewer			478	5,085			6,810	6,810	6,810	6,810	6,810	
	Computer Upgrades	Tel	1,124	1,124	1,100								
	Cabin Refresh	4,978	32,859	12,000	12,000			8,500	8,500	8,500	8,500	8,500	
	Kitchen & Bath Various, Paving, Parking	321	-	20,859	7,650	(13,209)	-172.7%	4,000	4,000	4,000	4,000	4,000	
	Twin Alders Renovations						0.0%	35,000					*New Capital Initiative - \$35,000 to renovate Twin Alders
	Yellow Barn Suites - Renovations							39,000					*New Capital Initiative - \$39,000 to renovate residential Suit & Suite#2 in the Yellow Barn
	Golf Cart					-	0.0%	4,000					*New Capital Initiative - \$4,000 in 2020 to Purchase Golf Car
													*New Capital Initiative - \$4,000 in 2020 for necessary upgrad
	Mattresses/Furniture Replacement	1,356	8,599	10,000	10,000	<u> </u>	0.0%	4,000	10,000		10,000		cabins.
	Purchase of 4169 Columbia Valley Hwy		450,629	450,629	451,000	371	0.1%	4					
	TOTAL CAPITAL		\$ 493,211		\$ 486,835		-2.6%	\$ 101,310					
	TOTAL EXPENDITURES BEFORE ALLOCATIONS	116,452	\$ 606,269	\$ 631,107	\$ 627,379	\$ (8,311)	-1.3%	\$ 300,560	\$ 230,795	\$ 223,725	\$ 237,000	\$ 229,980	
	TOTAL INTERNAL WAGE ALLOCATIONS	36,580	\$ 29,544	\$ 39,390	\$ 39,390	\$ -	0.0%	\$ 40,680	\$ 41,390	\$ 42,120	\$ 42,860	\$ 43,610	
											-		
0.819.819.00	TOTAL EXPENDITURES	153,032	\$ 635,813	\$ 670,497	\$ 666,769	\$ (3,728)	-0.6%	\$ 341,240	\$ 272,185	\$ 265,845	\$ 279,860	\$ 273,590	
	CONTRIBUTION TO (FROM)	17,212	\$ (478,985)	\$ (509,325)	\$ (476,682)	\$ 32,643	-6.8%	\$ (72,980)	\$ (3,925)	\$ 2,415	\$ (11,600)	\$ (5,330)	
										www.communi			
	Appropriated from Cabins Reserve	(6,655)	(29,373)		(30,750)	24	-0.1%	(20,500)	(22,500)	(12,500)	(22,500)	(12,500)	
	Appropriated from Sewer & Septic Reserve		(478)		(5,085)	-		(6,810)	(6,810)	(6,810)	(6,810)	(6,810)	
	Appropriated from Accumulated Surplus	(1,600)	(3,500)	(6,025)	(6,025)	-	0.0%		-	-	-	-	
	Appropriated from Land Sale Reserve		(450,629)	(450,629)	(451,000)			(74,000)					
	Appropriated from cario sale reserve		(1.00,025)	(100,020)	(102,000)			(, ,,===,					

Visitor Services (Cabins)

CULTUS LAK				FVRD									
2020 - 2024	Financial Planning Worksheet - Volunteer F	ire Departme	ent	20.2%			Commercial	3.0%	3.0%	2.8%	2.9%	2.9%	
TD - Updated	to October 15, 2019						Residential	3.0%	3.0%	2.7%	2.8%	2.8%	
			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	REVENUE												
10-1-300-4600	Commercial Leases	36,581	36,265	38,490	38,490	-	0.0%	39,660	40,850	41,980	43,180	44,430	
10-1-300-4605	Residential Leases	163,138	168,252	168,250	168,250	-	0.0%	173,370	178,550	183,285	188,345	193,545	
10-1-300-4601	Agreements/Transfer Payments:					-							
	FVRD - Operations	32,161	36,952	36,952	39,320	2,368	6.0%	42,150	43,600	44,940	46,370	47,830	
	FVRD - Capital	14,088		50,810	48,480	- 2,330	-4.8%	3,750	2,240	13,250	1,730	720	
	Soowahlie	11,075	11,075	11,080	11,080	-	0.0%	11,080	11,080	11,080	11,080	11,080	
	TOTAL REVENU	JE \$ 257,043	\$ 252,544	\$ 305,582	\$ 305,620	\$ 38	0.0%	\$ 270,010	\$ 276,320	\$ 294,535	\$ 290,705	\$ 297,605	
	EXPENDITURES												
	OPERATING												
10-2-300-5000	Advertising	-	-	-	500	500	100.0%	500	550	550	600	650	
10-2-300-5300	Building Maintenance	3,086	2,423	4,320	4,320	-	0.0%	4,350	4,800	5,275	5,775	6,275	
.0-2-300-5500	Data Processing	1,671	713	1,500	2,000	500	25.0%	2,000	2,000	2,000	2,000	2,000	
													Reduced budget of \$37,000 by \$2,000 as not all the funds are
10-2-300-5700	Education & Training	29,915	14,346	15,000	35,000	20,000	57.1%	35,000	37,000	39,000	41,000	43,000	needed.
10-2-300-5820	Fire Fighting Equipment & Maint & Fuel	26,771	17,021	20,000	26,800	6,800	25.4%	28,600	30,400	32,200	34,000	35,800	
10-2-300-5850	Fire Prot. Equip Annual Testing	7,041	8,672	10,000	10,000		0.0%	10,000	10,500	11,000	11,500	12,000	
10-2-300-5000	Grounds Maintenance	552	0,072	500	500	-	0.0%	500	500	500	500	500	
10 2 300 0000	Grounds Maintenance	332		300	300		0.074	300	300	300	300	300	Increase of \$6100 to current budget of \$9,700 to reflect actua
10-2-300-6100	Insurance - Business	7,740	7,075	9,500	6,000	(3,500)	-58.3%	9,700	9,900	10,100	10,300	10,500	costs
10-2-300-0100	madrate - business	7,740	7,073	3,300	0,000	(3,300)	-38.376	3,700	3,300	10,100	10,300	10,300	Increase of \$2000 to current budget of \$3,850 to insure back-
10-2-300-6200	Insurance - Vehicles	3,829	3,114	3,900	3,850	(50)	-1.3%	5,850	5,950	5,950	6,050	6,150	truck.
10-2-300-6300	Janitorial Contracts/Supplies	66	-	-	1,000	1,000	100.0%	1,000	1,000	1,000	1,000	1,000	l dan
10-2-300-6600	Memberships/Dues/Subscription	543	913	1,000	700	(300)		700	700	700	700	700	
800/6810	Office Supplies & Bank Charges	507	1.040	1,200	1.200	- (555)	0.0%	1,200	1,400	1,400	1,400	1,500	
10-2-300-7100	Promotion/Public Relations	168	48	100	500	400	80.0%	500	500	500	500	550	
0-2-300-7400	Security Systems/Supplies	612	385	450	450	-	0.0%	500	500	500	500	550	
0-2-300-7600	Shop Supplies	1,113	187	500	1,000	500	50.0%	1,000	1.000	1.000	1,000	1,000	
0-2-300-7625	Small Tools	1,803	231	500	1,000	500	50.0%	1,000	1,000	1,000	1,000	1,000	
10-2-300-7655	Medical Supplies	1,869	2,004	2,004	3,700	1,696	45.8%	3,900	4,100	4,300	4,500	4,700	
10-2-300-7800	Telecommunications/Cable	4,189	6,903	8,250	8,250	-	0.0%	8,250	8,450	8,450	8,650	8,850	
10-2-300-8000	Propane/Gas	1,601	1,084	1,800	1,800		0.0%	1,800	1,900	1,900	2,000	2,000	
10-2-300-8005	Hydro	3,206	2,696	3,500	3,500	-	0.0%	3,600	3,700	3,800	3,900	4,000	
10-2-300-8010	Cable / Internet				1,300	1,300	100.0%						Removed as budgeted with Telecommunications
0-2-300-8020	Water	506	-	570	570	-	0.0%	580	580	590	600	600	
10-2-300-7500	Sewer		-	540	540	-		550	560	570	580	590	
10-2-300-8100	Vehicle Maintenance	11,348	9,109	10,000	10,000	-	0.0%	10,000	10,000	10,000	10,000	10,000	
10-2-300-8130	Vehicle Fuel	1,645	1,375	2,000	2,000	-	0.0%	2,000	2,000	2,000	2,000	2,000	
	TOTAL OPERATIN	C ¢ 100 701	\$ 79,339	\$ 97,134	\$ 126,480	\$ 29,346	23.2%	\$ 133,080	\$ 138,990	\$ 144,285 5	\$ 150,055	\$ 155,915	

Volunteer Fire Department

			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	WAGES & BENEFITS												
-300-8600	Management Salaries	5,600	3,022	5,600	5,600	-	0.0%	5,600	5,600	5,600	5,600	5,600	
2-300-8700	Staff Wages	44,763	49,322	57,220	57,220	-	0.0%	57,220	58,360	59,530	60,720	61,930	
-300-8760	Employee Benefits (WCB/EHT)	1,208	1,889	3,140	3,140	-	0.0%	3,080	3,080	3,080	3,080	3,080	
2-300-8825	Uniforms & Clothing Allowance	2,260	2,008	2,008	2,000	(8)		2,000	2,000	2,000	2,000	2,000	
	TOTAL WAGES & BENEFITS	\$ 53,831	\$ 56,241	\$ 67,968	\$ 67,960			\$ 67,900	\$ 69,040	\$ 70,210	\$ 71,400		
-300-9800	RESERVE ALLOCATIONS				-								
	Operating Reserve	18,639	-										
	Fire - Equipment	27,000	27,000	27,000	27,000	-	0.0%	27,000	27,000	27,000	27,000	27,000	
	Fire - New Pumper	25,000	26,400	26,400	26,400		0.0%	30,580	NAME AND ADDRESS OF THE PARTY O	31,830	32,430	33,120	*Increase in annual reserve balance to fund pumper
	TOTAL RESERVE ALLOCATIONS		\$ 53,400			\$ -	0.0%	\$ 57,580	The second secon				
	CAPITAL PROJECTS												
	FVRD/ ECOMM Prog.		10.000	10.000	10.000			5,000					
	FVRD/ ECONINI Prog.		10,000	10,000	10,000	-		3,000					
	Rescue/Wildfire Vehicle		193,428	193,428	192,600	(828)	-0.4%		-	-	-	-	
	Air Fill Station	36,842		-	-	-	0.0%	-	-	-	-	-	
	AED Replacement	2,673					0.0%	3,000	3,000		3,000	3,000	*New Capital Initiative - AED fund for 2023 and 2024
	SCBA Replacement (5 sets)	-	37,863	37,863	38,000	137	0.4%			40,000	•		*Defer 2021 replacement to 2022, increase by \$2,000
	Replace at 2.5" hose with 4" hose	21,611		-	-	-	0.0%	-	-	-	5,000		
	Training Ground Upgrades	-				-	0.0%		-	10,000	-	-	
													*Adjust the need for upgrades in training grounds to Build
	Building Upgrades			10,000	10,000	-	0.0%	10,000		-			Upgrades to allow for an increase security.
	Rescue Jaws	-		-	-	-		-	-	15,000	-	-	
	Air Bottles (x 10)	-		-	-				7,500	-	-	-	
	Generator	8,627		-	-	-			-	-	-		
	Sewer	-,		239	570	331		570	570	570	570	570	
	TOTAL CAPITAL	\$ 69,753	\$ 241,291	\$ 251,530	\$ 251,170		-0.1%	\$ 18,570		\$ 65,570			
	TOTAL EXPENDITURES BEFORE ALLOCATIONS		\$ 430,271				5.8%	\$ 277,130					
	TOTAL INTERNAL WAGE ALLOCATIONS	\$ 8,700	\$ 6,975	\$ 9,300	\$ 9,300	s -	0.0%	\$ 7,700	\$ 7,830	\$ 7,960	\$ 8,090	\$ 8,240	
	TOTAL EXPENDITURES	\$ 312,704	\$ 437,246	\$ 479,332	\$ 508,310	\$ 28,978	5.7%	\$ 284,830	\$ 285,150	\$ 346,855	\$ 297,545	\$ 300,455	
	CONTRIBUTION TO (FROM)	(55,661)	(184,702)	(173,750)	(202,690)	\$ (28,940)	14.3%	(14,820	(8,830)	(52,320)	(6,840)	(2,850)	
	Appropriated from Fire Reserve	(56,291)	(192,741)	(200,720)	(202,690)	(1,970)	1.0%	(14,820	(8,830)	(52,320)	(6,840)	(2,850)	
	NET CONTRIBUTION TO (FROM)	\$ 630	\$ 8,039	\$ 26,970	\$ (0)	\$ (26,970)		\$ -	\$ -	\$ -	\$ -	\$ -	

Volunteer Fire Department

CULTUS LAK	E PARK												
2020 - 2024	Financial Planning Worksheet - Public Works												
YTD - Updated	to October 15, 2019												
			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	REVENUE												
10-1-400-4600	Commercial Leases (Plaza recovery)					_	0.0%		_				
10-1-400-4900	Miscellaneous Revenue	14,934	844	-		-	0.0%	+			-		_
10-1-400-4900	TOTAL REVENUE \$	14,934	\$ 844		\$ -	S -	0.0%		s -	s -		\$ -	_
	TOTAL REVENUE 3	14,934	\$ 844	HO STATE OF THE ST	3	3	0.0%	3 1111 1111 1111	3	3 MILLION (1997)		\$	
	EXPENDITURES												
	OPERATING												
10-2-400-5300	Building Materials	6,047	4,133	6,000	6,000	-	0.0%	6,100	6,200	6,300	6,400	6,500	
10-2-400-5375	Contract Services	5,100	360	2,500	5,000	2,500	50.0%	5,000	5,000	5,000	5,000	5,000	
10-2-400-5400	Conferences		67	1,000	2,400	1,400	58.3%	2,450	2,500	2,550	2,600	2,650	
10-2-400-5500	Data Processing	1,068	60	500	1,000	500	50.0%	1,000	1,000	1,000	1,000	1,000	
10-2-400-5700	Education & Training	5,634	231	500	2,000	1,500	75.0%	2,050	2,100	2,150	2,200	2,250	
10-2-400-5800	Equipment Maintenance	1,442	7,666	11,100	11,100	-	0.0%	11,300	11,500	11,700	11,900	12,100	
10-2-400-5820	Equipment Fuel	3,434	3,707	3,707	3,570	(137)	-3.8%	3,640	3,710	3,780	3,860	3,940	
10-2-400-5900	Garbage Collection/Recycle	7,371	5,974	7,000	7,000	-	0.0%	7,000	7,000	7,000	7,000	7,000	
10-2-400-6000	Grounds Materials	-	-	1,500	3,030	1,530	50.5%	1,560	1,590	1,620	1,650	1,680	
10-2-400-6100	Insurance - Business	10,288	8,650	11,650	11,400	(250)	-2.2%	12,300	12,500	12,800	13,100	13,400	Increase of \$700 to reflect actual costs
													Vehicle Transferred to Sunnyside from Public Works - Reallocatio
10-2-400-6200	Insurance - Vehicles	19,817	13,608	18,493	19,900	1,407	7.1%	18,550	18,740	18,930	19,120	19,310	of Vehicle Costs
10-2-400-6500	Licences/Permits	-	-	450	450	-	0.0%	450	450	450	450	450	
10-2-400-6600	Memberships/Dues/Subs	-	-	750	750	-	0.0%	750	750	750	750	750	
	Office Supplies/Printing & Bank Charges	674	1,490	1,500	1,500	-	0.0%	1,530	1,560	1,590	1,620	1,650	
10-2-400-7200	Roads and Parking	19,124	17,323	17,323	23,000	5,677	24.7%	23,000	23,000	23,000	23,000	23,000	
10-2-400-7400	Security Systems/Supplies	676	642	750	750	-	0.0%	750	750	750	750	750	
10-2-400-7600	Shop Supplies	9,906	7,597	10,200	10,200	-	0.0%	10,400	10,610	10,820	11,040	11,260	
10-2-400-7625	Small Tools	3,514	2,616	3,500	3,500	-	0.0%	3,500	3,500	3,500	3,500	3,500	
10-2-400-7650	Safety Supplies	2,741	1,521	2,000	3,500	1,500	42.9%	3,500	3,500	3,500	3,500	3,500	
10-2-400-7800	Telecommunications	4,476	5,209	5,209	3,800	(1,409)		3,900	4,000	4,100	4,200	4,300	
10-2-400-8000	Propane & Natural Gas	4,823	4,592	5,950	5,950	-	0.0%	6,100	6,200	6,300	6,400	6,500	
10-2-400-8005	Hydro	3,536	3,071	4,080	4,080		0.0%	4,160	4,240	4,320	4,410	4,500	1300
10-2-400-8020	Water	506	-	570	570	-	0.0%	580	580	590	600	610	
10-2-400-7500	Sewer	-	-	540	540	-	0.0%	550	560	570	580	590	
10-2-400-8100	Vehicle Maintenance	10,241	21,986	25,500	25,500		0.0%	24,710	25,200	25,700	26,210	26,730	Vehicle Transferred to Sunnyside from Public Works - Reallocation
10-2-400-8130	Vehicle Fuel TOTAL OPERATING \$	17,377	16,138 \$ 126.641	19,000	19,000 \$ 175,490	\$ 14,218	0.0% 8.1%	18,450 \$ 173,280	18,640 \$ 175,380	18,830 \$ 177,600	19,020 \$ 179,860	19,210 \$ 182,130	of Vehicle Costs
	TOTAL OPERATING \$	137,795	\$ 126,641	\$ 161,272	\$ 1/5,490	> 14,218	8.1%	\$ 1/3,280	\$ 175,380	\$ 177,600	\$ 179,860	\$ 182,130	

			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	WAGES & BENEFITS	0.226											
2-400-8600	Management Salaries	159,983	70,000		84,000	-	0.0%	86,380	87,890	89,430	91,000	92,590	
2-400-8700	Staff Wages - Supervisor (CUPE)	75,879	63,156	64,040	64,040	-	0.0%	65,320	66,460	67,620	68,800	70,000	
	Cheffing Control (Old Mine)												*New Operational - Additional Special Assignment Custodian
2-400-8701	Staff Wages - Custodian / Bldg Maint (CUPE)	44,158	42,481	86,410	86,410	-	0.0%	97,510	99,220	100,960	102,730	104,530	months.
2-400-8710	Staff Warran Other (DW Staff (SUDS)	475 660	204 507										
2-400-8702	Staff Wages - Other/PW Staff (CUPE)	475,668	391,587	451,480	451,480	-	0.0%	461,110	469,180	477,390	485,740	494,240	
2-400-8720	Staff Wages - PW Grounds Staff (CUPE)	470.070	8,115	-	-	•	0.0%	400.000	-	-	-	-	
2-400-8825	Employee Benefits	170,870	136,031	182,400	182,400	-	0.0%	188,850	192,150	195,510	198,930	202,410	
2-400-8825	III-15	1,440	1,440	4 500	4 500								
2-400-8826	Uniforms (Clothing Allowance) TOTAL WAGES & BENEFITS		\$ 712.810	1,600 \$ 869,930	1,600 \$ 869,930	-	0.0%	1,600	1,700	1,700	1,800	1,800	
	TOTAL WAGES & BENEFITS	\$ 927,998	\$ /12,810	\$ 869,930	\$ 869,930	\$ -	0.0%	\$ 900,770 \$	\$ 916,600	\$ 932,610	\$ 949,000	\$ 965,570	
2-400-9800	RESERVE ALLOCATIONS												
	Community Services - Building	60,000	60,000	60,000	60,000		0.0%	60,000	60,000	60,000	60,000	60,000	
	Community Services - Vehicles	58,185	40,000	40,000	40,000		0.0%	40,000	40,000	40,000	40,000	40,000	
	Community Services - Equipment	15,000	15,000	15,000	15,000		0.0%	15,000	15,000	15,000	15,000	15,000	
	TOTAL RESERVE ALLOCATIONS	\$ 133,185	\$ 115,000	\$ 115,000	\$ 115,000	\$ -	0.0%	\$ 115,000 \$		\$ 115,000	\$ 115,000	\$ 115,000	
	CAPITAL PROJECTS												
	Hand Held Radios							3,000					*New Capital Initiative - Funds for 5 additional radios
	Honda 2000w inverter								2,500				*New Capital Initiative - Funds to replace old generator
													*New Capital Initiative - Funds to replace 1999 ubuilt utility
	Utility Trailer								8,500				trailer.
													*New Capital Initiative - Funds to replace 2002 Elgin Street
	Street Sweeper			and minimum particular tents	elitaritation programma versione par		CONTRACTOR CONTRACTOR (COMPONENT)			180,000			Sweeper
	Generator - Honda 6500										8,000		*New Capital Initiative - Funds to replace old generator
	Skid Steer											90,000	*New Capital Initiative - Funds to replace 2012 Skid Steer

	Storage Container							12,000					*New Capital Initiative - Funds to purchase a storage contain increase security at the Public Works Compound
	Storage Container							12,000					increase security at the Public Works Compound
													*New Capital Initiative - Funds to set up security cameras ar
	Security Cameras and Lighting for Compound							15,000					lighting to increase security at the Public Works Compound.
	Security comercia and Eighting for compound							15,000					lighting to increase security at the rubile works compound.
	Computer Upgrades							2,500					*New Capital Initiative - Funds for a Brush Cutter attachmen
	Undefined equipment	9,437	5,881	10,400	10,400	-	0.0%	10,800	11,200	11,600	12,100	12,600	Tanas of a prasti date: account
	Sewer	-		239	570	-	0.0%	570	570	570	570	570	
	And the second s	-	29,684	30,000	32,000	2,000	6.3%	32,000	-	40,000	42,000	42,000	
	Vehicle Replacement												
	Vehicle Replacement					2	-0.1%		-	40,000			
		61.596	50.033	50.033	50.000	(33)				.0,000			
	PW Equipment	61,596	50,033 1.124	50,033 1.100	50,000 1,100	(33)	-0.176						
		61,596	50,033 1,124	50,033 1,100	50,000 1,100	(33)	-0.178						
	PW Equipment Computer Upgrades					(33)		10.000	_	_	_	_	*New Capital Initiative - Funds for a Brush Cutter attachmen
	PW Equipment Computer Upgrades Skid Steer Attachments	61,596 6,367 4,627					0.0%	10,000	-	-	: : :	-	*New Capital Initiative - Funds for a Brush Cutter attachmen
	PW Equipment Computer Upgrades	6,367 4,627		1,100	1,100	-	0.0%		-		-	- - \$ 145,170	*New Capital Initiative - Funds for a Brush Cutter attachmen

Public Works

		2019	2019										
	2018	YTD	Yearend	2019				2020	2021	2022	2023	2024	
Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	+	Budget	Budget	Budget	Budget	Budget	2020 Comments
TOTAL INTERNAL WAGE ALLOCATIONS \$	(865,000)	\$ (627,126) \$ (836,170)	\$ (836,170)	\$ -	0.0%	\$	(864,430) \$	(879,550)	\$ (894,950)	\$ (910,600)	\$ (926,550)	
TOTAL OVERHEAD EXPENSE ALLOCATION \$	(319,044)	\$ (235,989) \$ (314,650)	\$ (314,650)	\$ -		\$	(324,620) \$	(327,430)	\$ (330,260)	\$ (333,260)	\$ (336,150)	
TOTAL EXPENDITURES \$	96,961	\$ 178,058	\$ 87,154	\$ 103,670	\$ 16,185	15.6%	\$	85,870 \$	22,770	\$ 272,170	\$ 62,670	\$ 145,170	
CONTRIBUTION TO (FROM) \$	(82,027)	\$ (177,214	\$ (87,154)	\$ (103,670)	\$ (16,516)	15.9%	\$	(85,870) \$	(22,770)	\$ (272,170)	\$ (62,670)	\$ (145,170)	
Appropriated from Comm. Services Reserve	(82,027)	(86,961	(91,772)	(94,070)	(2,298)	2.4%	+	(85,870)	(22,770)	(272,170)	(62,670)	(145,170)	
Appropriated from Accumulated Surplus			(9,600)	(9,600)	-	0.0%			-	-	-	-	
NET CONTRIBUTION TO (FROM) \$	0	\$ (90,253) \$ 14,218	\$ (0)	(14,218)			Islanda - Islanda	100000-00				

CULTUS LAK	E PARK												
2020 - 2024	Financial Planning Worksheet - Commerc	cial Leases											
YTD - Updated	to October 15, 2019												
	,		2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
						(+)	(14)		g	Dauget	Budget	budget	2020 COMMENS
	REVENUE												
10-1-500-4200	Commercial Base Lease (net of GST) **	554,059	550,457	490,027	477,000	13,027	2.7%	502,000	507,000	512,100	517,200	522,400	Increased Base Lease Revenue Budget by \$23,000 due to updated lease negotiations.
	Commercial Lease - Reto			17,000		17,000							
	Commercial Lease - Other			3,528	1,450	2,078	143.3%	5,500	5,500	5,500	5,500	5,500	
	Waterpark (Dump Site Lease)			4,144	4,000	144	3.6%	4,000	4,000	4,000	4,000	4,000	
	Fire	36,581		38,494	38,490	4	0.0%	39,660	40,850	41,980	43,180	44,430	
	Garbage			13,680	13,680	-	0.0%	13,680	13,680	13,680	13,680	13,680	
	Insurance			27,001	27,000	1	0.0%	29,800	30,400	31,000	31,600	32,200	
	Milfoil		255	255	255		0.0%	210	210	210	210	210	
	Parking Lot Maintenance			703	700	3	0.4%	700	700	700	700	700	
10-1-500-4201	Public Works	8,129	7,793	8,304	8,300	4	0.0%	8,300	8,300	8,300	8,300	8,300	
10-1-500-4202	Protective Services	28,960	27,828	29,598	29,600	- 2	0.0%	33,800	33,800	33,800	33,800	33,800	
	Septic System			170	85	85	100.0%	85	85	85	85	85	
	Street Lights (Hydro)			2,696	2,700	- 4	-0.1%	2,800	2,900	3,000	3,100	3,200	
10-1-500-4205	Water - FVRD FVRD Sewer - Operations FVRD Sewer - Capital						0.0% 0.0% 0.0%						*FVRD Directly Billing Commerical Leaseholders- starting i 2019
Marie N. Burning Court Investment (national National Nati	Less: Fire Protection	(36,581)	han parties the handow has the the	(38,490)	(38,490)	-	0.0%	(39,510)	(40,850)	(41,980)	(43,180)	(44,430)	
10-1-500-4900	Miscellaneous Revenue		6,302				0.0%		(10,000)	(12,000)	(10,200)	(11,130)	
	TOTAL REVENUE	\$ 591,148	\$ 592,635	\$ 597,110 \$	564,770	\$ 32,340	5.7%	\$ 601,025 \$	606,575	\$ 612,375 \$	618,175	\$ 624,075	
	EXPENDITURES												
	OPERATING												
10-2-500-5300	Building Materials - Plaza	5,528	6,762	6,762	6,500	(262)	-4.0%	6,500	6,500	6,500	6,500	6,500	
10-2-500-5300	Building Materials - Lakeside		42,976	45,000	-	(45,000)	0.0%		-	-	-	-	
	Contract Services			2,675	- 1	(2,675)	0.0%	- 1	-		-		
10-2-500-5375			2,675										
10-2-500-5900	Garbage Collection/Recycle	36,219	9,356	13,680	13,680	-	0.0%	13,680	13,680	13,680	13,680	13,680	
10-2-500-5900 10-2-500-6000	Garbage Collection/Recycle Grounds Maintenance	1,343	9,356 611	13,680 2,800	2,800		0.0%	13,680 2,800	13,680 2,800	2,800	2,800	2,800	
10-2-500-5900 10-2-500-6000 10-2-500-6100	Garbage Collection/Recycle Grounds Maintenance Insurance - Business	1,343 23,394	9,356	13,680 2,800 27,750	2,800 27,000	-	0.0%	13,680	13,680				
10-2-500-5900 10-2-500-6000 10-2-500-6100 10-2-500-6450	Garbage Collection/Recycle Grounds Maintenance Insurance - Business Professional Fees	1,343 23,394 9,063	9,356 611	13,680 2,800	2,800 27,000	- (750)	0.0% 0.0% -2.8%	13,680 2,800	13,680 2,800	2,800	2,800	2,800	
10-2-500-5900 10-2-500-6000 10-2-500-6100 10-2-500-6450 10-2-500-7100	Garbage Collection/Recycle Grounds Maintenance Insurance - Business Professional Fees Public Relations	1,343 23,394 9,063 1,590	9,356 611 20,625	13,680 2,800 27,750 -	2,800 27,000 - -	- (750)	0.0% 0.0% -2.8% 0.0%	13,680 2,800 29,800	13,680 2,800 30,400 -	2,800 31,000 - -	2,800 31,600 - -	2,800 32,200 - -	
10-2-500-5900 10-2-500-6000 10-2-500-6100 10-2-500-6450 10-2-500-7100 10-2-500-8000	Garbage Collection/Recycle Grounds Maintenance Insurance - Business Professional Fees Public Relations Propane & Natural Gas	1,343 23,394 9,063 1,590 304	9,356 611 20,625	13,680 2,800 27,750 - - 850	2,800 27,000 - - 500	- (750) - (350)	0.0% 0.0% -2.8% 0.0% -70.0%	13,680 2,800 29,800 - - - 500	13,680 2,800 30,400 - - 500	2,800 31,000 - - 500	2,800 31,600 - - - 500	2,800 32,200 - - 500	
10-2-500-5900 10-2-500-6000 10-2-500-6100 10-2-500-6450 10-2-500-7100 10-2-500-8000 10-2-500-8005	Garbage Collection/Recycle Grounds Maintenance Insurance - Business Professional Fees Public Relations Propane & Natural Gas Hydro	1,343 23,394 9,063 1,590 304 4,395	9,356 611 20,625	13,680 2,800 27,750 - - 850 5,120	2,800 27,000 - -	- (750) - (350)	0.0% 0.0% -2.8% 0.0% -70.0% 0.0%	13,680 2,800 29,800 - - - 500 5,120	13,680 2,800 30,400 - - 500 5,120	2,800 31,000 - - 500 5,120	2,800 31,600 - - 500 5,120	2,800 32,200 - - 500 5,120	
10-2-500-5900 10-2-500-6000 10-2-500-6100 10-2-500-6450 10-2-500-7100 10-2-500-8000 10-2-500-8005 10-2-500-7500	Garbage Collection/Recycle Grounds Maintenance Insurance - Business Professional Fees Public Relations Propane & Natural Gas Hydro Sewer- Operating	1,343 23,394 9,063 1,590 304 4,395 2,950	9,356 611 20,625	13,680 2,800 27,750 - - 850	2,800 27,000 - - 500	- (750) - (350)	0.0% 0.0% -2.8% 0.0% -70.0% 0.0%	13,680 2,800 29,800 - - 500 5,120	13,680 2,800 30,400 - - 500	2,800 31,000 - - 500 5,120 570	2,800 31,600 - - - 500	2,800 32,200 - - 500	*FVRD Directly Billing Commerical Leaseholders- starting i
10-2-500-5900 10-2-500-6000 10-2-500-6100 10-2-500-6450 10-2-500-7100 10-2-500-8000 10-2-500-8005 10-2-500-8000 10-2-500-8020	Garbage Collection/Recycle Grounds Maintenance Insurance - Business Professional Fees Public Relations Propane & Natural Gas Hydro Sewer- Operating Water	1,343 23,394 9,063 1,590 304 4,395 2,950 11,383	9,356 611 20,625 659 3,692	13,680 2,800 27,750 - - - 850 5,120 537	2,800 27,000 - - 500	- (750) - (350)	0.0% 0.0% -2.8% 0.0% -70.0% 0.0%	13,680 2,800 29,800 - - - 500 5,120	13,680 2,800 30,400 - - 500 5,120	2,800 31,000 - - 500 5,120	2,800 31,600 - - 500 5,120	2,800 32,200 - - 500 5,120	*FVRD Directly Billing Commerical Leaseholders-starting in 2019
10-2-500-5900 10-2-500-6000 10-2-500-6100 10-2-500-6450 10-2-500-7100 10-2-500-8000 10-2-500-8005 10-2-500-7500	Garbage Collection/Recycle Grounds Maintenance Insurance - Business Professional Fees Public Relations Propane & Natural Gas Hydro Sewer- Operating	1,343 23,394 9,063 1,590 304 4,395 2,950 11,383 1,098	9,356 611 20,625 659 3,692	13,680 2,800 27,750 - - 850 5,120 537 - 1,200	2,800 27,000 - - 500 5,120	- (750) - (350) - (537)	0.0% 0.0% -2.8% 0.0% -70.0% 0.0%	13,680 2,800 29,800 - - 500 5,120	13,680 2,800 30,400 - - 500 5,120 560 580 1,200	2,800 31,000 - - 500 5,120 570	2,800 31,600 - - 500 5,120 580	2,800 32,200 - - 500 5,120 590	*FVRD Directly Billing Commerical Leaseholders-starting in 2019

Commercial Leases

	2040	2019	2019	2040			2000	2024	2022	2000		
Account Name	2018 Actual	YTD Actual	Yearend Projection	2019 Budget	Variance (¢)	Variance (%)	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2020 Comments
Account Name	Actual	Actual	Projection	budget	variance (\$)	variance (%)	Budget	budget	Budget	Budget	Budget	2020 Comments
RESERVE ALLOCATIONS												
Plaza - Sewer			-		_	0.0%	570	570	570	570	570	*Plaza Public Bathroom
Landfill Closure Reserve	24,000	75,000	75,000	75,000	-	0.0%	75,000	75,000	75,000	75,000	75,000	
Milfoil Reserve	212	255	255	255	-	0.0%	210	210	210	210	210	
Plaza - Paving	3,000	3,000	3,000	3,000	-	0.0%	3,000	3,000	3,000	3,000	3,000	
Plaza - Building Life Cycle	80,000	80,000	80,000	80,000	-	0.0%	80,000	80,000	80,000	80,000	80,000	
TOTAL RESERVE ALLOCATIONS	\$ 107,212	\$ 158,255	\$ 158,255	\$ 158,255	\$ -	0.0%	\$ 158,780	\$ 158,780	\$ 158,780	\$ 158,780	\$ 158,780	
CAPITAL PROJECTS		_										
Sewer			239		(239)	0.0%	570	570	570	570	570	
Sewer			239		(239)	0.0%	3/0	570	5/0	5/0	5/0	
Infrastructure Assessment							15,000					*New Capital Initiative - Funds to complete an Infrastru Assessment
												*New Capital Initiative - Funds to improve the Markets
Farmers Market Grounds Improvements								4,000				Grounds
Irrigation/Lawn - Sunnyside Boulevard							5,000					*New Capital Initiative - Irrigation on Sunnyside Boulev:
irrigation/ Lawir - Surinyside bodievard							5,000					*New Capital Initiative - Irrigation between Plaza and
Irrigation/Lawn - Columbia Valley Highway								10,000				Columbia Valley Highway
Sailing Club Fencing							8,000					*New Capital Initiative - Fencing to contain Sailing Club
Sailing Club Fencing Lakeside Beach Club Exterior of Building							8,000 35,000					
	26,709				-	0.0%						*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building	26,709	70,343	270,000	270,000	-	0.0%						*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras	26,709	70,343 9,100	270,000 9,100	270,000 9,100		0.0%						*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System	26,709				-							
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical	26,709	9,100	9,100	9,100	-							*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration	26,709	9,100 45,938	9,100 49,938	9,100 48,000	- (1,938)							*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's	6,994	9,100 45,938	9,100 49,938 6,500	9,100 48,000 6,500	- (1,938) -	0.0%		\$ 14,570	\$ 570	\$ 570	\$ 570	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand	6,994 \$ 33,703	9,100 45,938 6,068	9,100 49,938 6,500 \$ 335,777	9,100 48,000 6,500 \$ 333,600	- (1,938) - - \$ (2,177)	0.0%	\$ 63,570	\$ 14,570 \$ 234,690			\$ 570 \$ 222,540	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS	6,994 \$ 33,703 \$ 238,182	9,100 45,938 6,068 \$ 131,449 \$ 377,381	9,100 49,938 6,500 \$ 335,777 \$ 600,406	9,100 48,000 6,500 \$ 333,600 \$ 548,655	(1,938) - - \$ (2,177) \$ (51,751)	0.0% -0.7% -9.4%	\$ 63,570 \$ 283,080	\$ 234,690	\$ 221,310	\$ 221,930	\$ 222,540	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL	6,994 \$ 33,703 \$ 238,182	9,100 45,938 6,068 \$ 131,449 \$ 377,381	9,100 49,938 6,500 \$ 335,777 \$ 600,406	9,100 48,000 6,500 \$ 333,600 \$ 548,655	(1,938) - - \$ (2,177) \$ (51,751)	0.0%	\$ 63,570 \$ 283,080 \$ 77,250	\$ 234,690 \$ 78,600	\$ 221,310 \$ 79,980	\$ 221,930 \$ 81,380	\$ 222,540	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS	6,994 \$ 33,703 \$ 238,182 \$ 71,350	9,100 45,938 6,068 \$ 131,449 \$ 377,381	9,100 49,938 6,500 \$ 335,777 \$ 600,406 \$ 75,150	9,100 48,000 6,500 \$ 333,600 \$ 548,655 \$ 75,150	\$ (2,177) \$ (51,751)	0.0% -0.7% -9.4%	\$ 63,570 \$ 283,080	\$ 234,690 \$ 78,600	\$ 221,310 \$ 79,980	\$ 221,930 \$ 81,380	\$ 222,540 \$ 82,810	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS	6,994 \$ 33,703 \$ 238,182 \$ 71,350 \$ 200,660	9,100 45,938 6,068 \$ 131,449 \$ 377,381 \$ 56,364	9,100 49,938 6,500 \$ 335,777 \$ 600,406 \$ 75,150 \$ 203,690	9,100 48,000 6,500 \$ 333,600 \$ 548,655 \$ 75,150 \$ 203,690	\$ (2,177) \$ (51,751) \$ -	0.0% -0.7% -9.4% 0.0%	\$ 63,570 \$ 283,080 \$ 77,250	\$ 234,690 \$ 78,600 \$ 219,010	\$ 221,310 \$ 79,980 \$ 225,500	\$ 221,930 \$ 81,380 \$ 225,090	\$ 222,540 \$ 82,810	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS TOTAL INTERNAL WAGE ALLOCATION TOTAL OVERHEAD EXPENSE ALLOCATION	6,994 \$ 33,703 \$ 238,182 \$ 71,350 \$ 200,660 \$ 510,192	9,100 45,938 6,068 \$ 131,449 \$ 377,381 \$ 56,364 \$ 152,319	9,100 49,938 6,500 \$ 335,777 \$ 600,406 \$ 75,150 \$ 203,690 \$ 879,246	9,100 48,000 6,500 \$ 333,600 \$ 549,655 \$ 75,150 \$ 203,690 \$ 827,495	\$ (2,177) \$ (51,751)	0.0% -0.7% -9.4% -0.0%	\$ 63,570 \$ 283,080 \$ 77,250 \$ 216,120 \$ 576,450	\$ 234,690 \$ 78,600 \$ 219,010 \$ 532,300	\$ 221,310 \$ 79,980 \$ 225,500 \$ 526,790	\$ 221,930 \$ 81,380 \$ 225,090 \$ 528,400	\$ 222,540 \$ 82,810 \$ 228,215 \$ 533,565	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS TOTAL INTERNAL WAGE ALLOCATIONS TOTAL OVERHEAD EXPENSE ALLOCATION	6,994 \$ 33,703 \$ 238,182 \$ 71,350 \$ 200,660 \$ 510,192	9,100 45,938 6,068 \$ 131,449 \$ 377,381 \$ 56,364 \$ 152,319	9,100 49,938 6,500 \$ 335,777 \$ 600,406 \$ 75,150 \$ 203,690 \$ 879,246	9,100 48,000 6,500 \$ 333,600 \$ 549,655 \$ 75,150 \$ 203,690 \$ 827,495	\$ (2,177) \$ (51,751)	0.0% -0.7% -9.4% 0.0%	\$ 63,570 \$ 283,080 \$ 77,250 \$ 216,120	\$ 234,690 \$ 78,600 \$ 219,010 \$ 532,300	\$ 221,310 \$ 79,980 \$ 225,500 \$ 526,790	\$ 221,930 \$ 81,380 \$ 225,090 \$ 528,400	\$ 222,540 \$ 82,810 \$ 228,215 \$ 533,565	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS TOTAL INTERNAL WAGE ALLOCATION TOTAL OVERHEAD EXPENSE ALLOCATION	6,994 \$ 33,703 \$ 238,182 \$ 71,350 \$ 200,660 \$ 510,192	9,100 45,938 6,068 \$ 131,449 \$ 377,381 \$ 56,364 \$ 152,319	9,100 49,938 6,500 \$ 335,777 \$ 600,406 \$ 75,150 \$ 203,690 \$ 879,246	9,100 48,000 6,500 \$ 333,600 \$ 549,655 \$ 75,150 \$ 203,690 \$ 827,495	\$ (2,177) \$ (51,751)	0.0% -0.7% -9.4% -0.0%	\$ 63,570 \$ 283,080 \$ 77,250 \$ 216,120 \$ 576,450	\$ 234,690 \$ 78,600 \$ 219,010 \$ 532,300	\$ 221,310 \$ 79,980 \$ 225,500 \$ 526,790	\$ 221,930 \$ 81,380 \$ 225,090 \$ 528,400	\$ 222,540 \$ 82,810 \$ 228,215 \$ 533,565	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS TOTAL INTERNAL WAGE ALLOCATIONS TOTAL OVERHEAD EXPENSE ALLOCATION TOTAL EXPENDITURES CONTRIBUTION TO (FROM)	6,994 \$ 33,703 \$ 238,182 \$ 71,350 \$ 200,660 \$ 510,192 \$ 80,956	9,100 45,938 6,068 \$ 131,449 \$ 377,381 \$ 56,364 \$ 152,319 \$ 586,064	9,100 49,938 6,500 \$ 335,777 \$ 600,406 \$ 75,150 \$ 203,690 \$ 879,246 \$ (282,136)	9,100 48,000 6,500 \$ 333,600 \$ 548,655 \$ 75,150 \$ 203,690 \$ 827,495	\$ (2,177) \$ (51,751) \$ - \$ - \$ - \$ 19,411	0.0% -0.7% -9.4% -0.0%	\$ 63,570 \$ 283,080 \$ 77,250 \$ 216,120 \$ 576,450	\$ 234,690 \$ 78,600 \$ 219,010 \$ 532,300 \$ 74,275	\$ 221,310 \$ 79,980 \$ 225,500 \$ 526,790 \$ 85,585	\$ 221,930 \$ 81,380 \$ 225,090 \$ 528,400 \$ 89,775	\$ 222,540 \$ 82,810 \$ 228,215 \$ 533,565 \$ 90,510	*New Capital Initiative - Funds to refinish the buildings
Lakeside Beach Club Exterior of Building Security Cameras Forced Air System Yellow Barn - Electrical Yellow Barn Restoration Fencing- Frosty's Parking Lot - Move Fencing and Expand TOTAL CAPITAL TOTAL EXPENDITURES BEFORE ALLOCATIONS TOTAL INTERNAL WAGE ALLOCATIONS TOTAL OVERHEAD EXPENSE ALLOCATION TOTAL EXPENDITURES CONTRIBUTION TO (FROM) Appropriated from Plaza Reserve	6,994 \$ 33,703 \$ 238,182 \$ 71,350 \$ 200,660 \$ 510,192 \$ 80,956	9,100 45,938 6,068 \$ 131,449 \$ 377,381 \$ 56,364 \$ 152,319 \$ 586,064 \$ 6,571	9,100 49,938 6,500 \$ 335,777 \$ 600,406 \$ 75,150 \$ 203,690 \$ 879,246 \$ (282,136) (276,739) (59,038)	9,100 48,000 6,500 \$ 333,600 \$ 548,655 \$ 75,150 \$ 203,690 \$ 827,495 \$ (262,725) (276,500) (57,100)	\$ (2,177) \$ (51,751) \$ - \$ (51,751) \$ - \$ (51,751)	0.0% -0.7% -9.4% 0.0% -6.3% -7.4%	\$ 63,570 \$ 283,080 \$ 77,250 \$ 216,120 \$ 576,450 \$ 24,575	\$ 234,690 \$ 78,600 \$ 219,010 \$ 532,300 \$ 74,275 (14,570)	\$ 221,310 \$ 79,980 \$ 225,500 \$ 526,790 \$ 85,585 (570)	\$ 221,930 \$ 81,380 \$ 225,090 \$ 528,400 \$ 89,775 (570)	\$ 222,540 \$ 82,810 \$ 228,215 \$ 533,565 \$ 90,510 (570)	*New Capital Initiative - Funds to refinish the buildings exterior, cleaning, staining and capping beams.

Commercial Leases

CULTUS LAK	E PARK												
2020 - 2024	Financial Planning Worksheet - Residential Le	ases											
TD - Updated	to October 15, 2019												
•			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	REVENUE												
0-1-600-4100	Residential Base Lease	577,047	614,660	297,800	297,800	-	0.0%	297,800	297,800	297,800	297,800	297,800	
	Operating Levy Adjustment			257,000			0.070	257,000	257,000	257,000	237,800	257,800	Proposed operating levy increase averaging \$37.15 pe
	(2014, 2016, 2018 & 2019)			151,885	151,880	(5)	0.0%	169,750	187,650	205,550	217,450	229,350	resident in 2020
	Cultus Lake Elementary School - Base			13,848	13,848	-	0.0%	13,848	13,848	13,848	13,848	13,848	Testador III 2020
	CL Elementary - Operating Levy			1,662	1,662			8,306	9,106	9,906	10,506	11,106	
	CL Elementary - Retro			-				9,200	-,=50	-,-50	22,200	,-50	
	Garbage			89,000	89,000	7.0	0.0%	89,000	95,000	95,000	95,000	95,000	
	Recycling			11,535	11,535	-	0.0%	11,535	11,535	11,535	11,535	11,535	
	Insurance - Business			5,800	5,800	-	0.0%	6,000	6,200	6,400	6,600	6,800	
	Milfoil Reserve	- 6		7,230	7,230		0.0%	7,230	7,230	7,230	7,230	7,230	
	Street Lights (Hydro)			35,900	35,900	-	0.0%	35,900	37,000	38,100	39,200	40,400	
.0-1-600-4110 .0-1-600-4900	Fire Less: Fire Protection Delinquent Fees Lease Services - Residential/Misc	3,558 23.160	2,560 21.468	168,250 (168,250) 2,560 23,000	168,250 (168,250) 5,300 23,000	2,740	0.0% 0.0% 51.7% 0.0%	173,370 (173,370) 5,400 25,000	178,550 (178,550) 5,400 25,000	183,285 (183,285) 5,400 25,500	188,345 (188,345) 5,400 25,500	193,545 (193,545) 5,400 25,500	
.0-1-000-4300	Licence Fees - STVR/B&B/SS/BL	23,160	21,408	23,000	23,000	-	0.0%	119,000	119,000	119,000	119,000	119.000	
DUCKALIEDIGIU	TOTAL REVENUE S	688.838	\$ 723,761	\$ 725,293	\$ 728.025	\$ 2,732	0.4%	\$ 895,269					
	EXPENDITURES			, , , , , ,	,,	7		7 000,000	7 52,555	333,33	7 300,002	7 372,102	
	OPERATING												
.0-2-600-5900		20.404	57.540	100.000	400 505								
10-2-600-5900	Garbage Collection/Recycle	88,194 5,580	57,543 4,400	100,000	100,535	535		100,535	106,535	106,535	106,535	106,535	
10-2-600-8100	Insurance - Business Hydro	23,690	18.111	7,300 30,000	5,800 35.900	(1,500)	-25.9% 16.4%	6,000 35,900	6,200 37,000	6,400	6,600	6,800	
10-2-600-8005	TOTAL OPERATING \$		\$ 80,054		\$ 142,235	-,	3.5%	\$ 142,435		38,100 \$ 151,035	39,200 \$ 152,335	40,400 \$ 153,735	
		227,101	V 00,034	237,500	Ų 142,233	7 4,555	3.570	y 142,433	ŷ 145,755 .	7 131,033	7 132,333	\$ 133,733	
	RESERVE ALLOCATIONS Main Beach Reserve							55,000	55,000	55,000	55,000	55,000	
	Milfoil Control Reserve	7,215	7,230	7,230	7,230	-	0.0%	7,230	7,230	7,230	7,230	7,230	
u Kanana kunyeun		7,215	\$ 7,230	\$ 7,230	\$ 7,230	\$ -	0.0%	\$ 62,230	\$ 62,230	\$ 62,230	\$ 62,230	\$ 62,230	
	TOTAL RESERVE ALLOCATIONS \$.,			A 200 con	\$ 4,935	3.3%	\$ 204,665	\$ 211,965	\$ 213,265	\$ 214,565	\$ 215,965	
	TOTAL RESERVE ALLOCATIONS S TOTAL EXPENDITURES BEFORE ALLOCATIONS S		\$ 87,284	\$ 144,530	\$ 149,465	\$ 4,555	3.370				,	¥ 22,505	
			\$ 87,284	\$ 144,530	\$ 149,465	\$ 4,555	3.5,0	-				¥ 225,505	
	TOTAL EXPENDITURES BEFORE ALLOCATIONS		\$ 87,284	\$ 144,530	\$ 149,465	\$ 4,535	3.5%					¥ 22,500	

Residential Leases

			2019		2019											
	20	018	YTD	Y	Yearend	2019				2020	2021	20	22	2023	2024	
Account Name	Ac	ctual	Actual	Pr	rojection	Budget	Va	riance (\$)	Variance (%)	Budget	Budget	Bud	get	Budget	Budget	2020 Comments
TOTAL INTERNAL WAGE ALLOCATIONS	\$ 2	269,330	\$ 212,469	\$	283,290	\$ 283,290	\$	-	0.0%	\$ 291,660	\$ 296,760	\$ 30	1,950	\$ 307,240	\$ 312,610	
TOTAL OVERHEAD EXPENSE ALLOCATION	\$ 2	285,884	\$ 231,429	\$	309,140	\$ 309,140	\$	-		\$ 334,495	\$ 339,205	\$ 34	17,365	\$ 349,000	\$ 354,020	
TOTAL EXPENDITURES	\$ 7	706,602	\$ 531,182	\$	736,960	\$ 741,895	\$	4,935	0.7%	\$ 830,820	\$ 847,930	\$ 80	52,580	\$ 870,805	\$ 882,595	
CONTRIBUTION TO (FROM	\$ ((17,764)	\$ 192,579	\$	(11,667)	\$ (13,870)	\$	(2,203)	15.9%	\$ 64,449	\$ 67,058	\$:	75,915	\$ 84,586	\$ 89,886	
Appropriated from Accumulated Surplus		-				-		-	0.0%	-	-		-	-	-	
NET CONTRIBUTION TO (FROM	5 ((17,764)	\$ 192,579	\$	(11,667)	\$ (13,870)) \$	(2,203)	15.9%	\$ 64,449	\$ 67,058	\$:	75,915	\$ 84,586	\$ 89,886	

Residential Leases

CULTUS LAK	E PARK												
2020 - 2024	Financial Planning Worksheet - General	Administration	n										
	to October 15, 2019	T Administration	<u> </u>					1					
11D - Opuateu	15, 2015		2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
		- Actual	, notadi	110,000.011	Duager	randine (p)	variance (70)	Dudget	Dudget	Dauget	Dauget	Dauget	2020 comments
	REVENUE						2.21						
10-1-700-4800	Interest Earned	113,592	60,171	40,000	40,000	-	0.0%	40,000	40,000	40,000	40,000	40,000	
10-1-700-4900	Miscellaneous Revenue	15,564	2,522	2,522	2,000	- 522	-26.1%	2,000	2,000	2,000	2,000	2,000	
10-1-700-4915	Dog License Fees	440	570	570	500		-14.0%	500	500	500	500	500	
	TOTAL REVENUE	\$ 129,596	\$ 63,263	\$ 43,092	\$ 42,500	\$ (592)	-1.4%	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	
	EXPENDITURES												
	OPERATING												
10-2-700-5000	Advertising - media	1,360	7,451	7,451	4,500	(2,951)	-65.6%	1,500	1,500	1,500	1,500	1,500	
10-2-700-5100	Audit/Accounting	20,951	1,155	18,810	17,825	(985)	-5.5%	17,870	18,085	18,450	18,820	19,195	
10-2-700-5175	Board Level Expenses	19,242	11,067	17,000	17,000		0.0%	17,000	17,000	17,000	17,000	17,000	
	Building Materials/Maintenance	958	2,396	3,000	3,000		0.0%	3,000	3,100	3,100	3,200	3,200	
10-2-700-5300	Building Materials/Maintenance	958	2,396	3,000	3,000	-	0.0%	3,000	3,100	3,100	3,200	3,200	\$9,500 HR Assistant, \$10,000 FVRD HR Support -
													Janice, \$24,000 AHA - Agency of Record, Events
		00 700		57.400	70 575	24.42	25.00/	50,000	54 400	50.000	60 500	54.000	Coordinator \$16,400
10-2-700-5375	Contract Services	80,793	55,664	57,432	78,575	21,143	26.9%	59,900	61,100	62,300	63,500	64,800	Coordinator \$10,400
10-2-700-5400	Conferences	7,530	26,934	31,000	31,000	-	0.0%	11,000	11,000	11,000	11,000	11,000	
10-2-700-5500	Data Processing	28,135	34,297	34,297	16,000	(18,297)	-114.4%	16,000	16,500	16,500	17,500	17,500	
10-2-700-5700	Education & Training	3,855	3,069	5,000	5,000	-	0.0%	5,000	5,000	5,000	5,000	5,000	
10-2-700-5750	Election Expenses	6,195	-		-	-	0.0%	-		18,000			
10-2-700-5800	Equipment Maintenance	189	200	1,000	1,000	-	0.0%	1,000	1,000	1,000	1,000	1,000	
10-2-700-6100	Insurance - Business	11,562	9,627	13,500	13,200	(300)	-2.3%	14,500	14,800	15,100	15,400	15,700	Increase of \$1,000 to reflect actual costs
10-2-700-6200	Insurance - Vehicles	2,001	1,594	2,100	2,000	(100)	-5.0%	2,040	2,081	2,122	2,165	2,205	
10-2-700-6400	Legal Fees	44,966	76,045	100,000	149,000	49,000	32.9%	100,000	100,000	100,000	100,000	100,000	
10-2-700-6450	Professional Fees	9,795	41,526	49,500	49,500	-	0.0%	27,000	27,000	27,000	27,000	27,000	
10-2-700-6600	Memberships/Dues/Subs	3,217	2,065	3,700	3,700	-	0.0%	3,700	3,700	3,700	3,700	3,700	
10-2-700-6800	Office Supplies	15,029	11,074	12,000	17,000	5,000	29.4%	17,000	17,000	17,000	17,500	18,000	
10-2-700-6810	Banking Charges	6,306	5,531	5,531	4,000	(1,531)	-38.3%	4,000	4,000	4,000	4,000	4,000	
10-2-700-6812	POS Charges	9,794	7,325	8,400	9,000	600	6.7%	9,000	9,000	9,000	9,000	9,000	
10-2-700-6815	Postage & Courier	3,938	3,584	4,000	4,000	-	0.0%	4,000	4,000	4,000	4,000	4,000	
10-2-700-6820	Equipment Leases	11,826	10,472	15,000	15,000	-	0.0%	15,000	15,300	15,600	15,900	16,200	
10-2-700-6822	Office Furniture	1,092	-	2,000	4,000	2,000	50.0%	4,000	4,000	4,000	4,000	4,000	
10-2-700-6900	Recruitment Expense	-	425	500	-	(500)	0.0%	-	-	-	-	-	
10-2-700-7000	Printing	2,768	237	1,000	1,000	-	0.0%	1,000	1,000	1,000	1,000	1,000	
10-2-700-7100	Promotion/Public Relations	4,016	1,118	1,118	4,000	2,882	72.1%	4,000	4,000	4,000	4,000	4,000	
10-2-700-7400	Security Systems/Supplies	269	520	1,000	1,000		0.0%	1,000	1,000	1,000	1,000	1,000	
10-2-700-7700	Community Wildfire Prot Plan	369	125	-	5,000	5,000	100.0%	5,000	5,000	5,000	5,000	5,000	
10-2-700-7800	Telecommunications	14,414	9,197	9,197	8,000	(1,197)	-15.0%	8,500	8,500	9,000	9,000	9,500	
10-2-700-7900	Travel	462	1,297	1,297	2,000	703	35.2%	2,000	2,000	2,000	2,000	2,000	
10-2-700-8000	Propane & Natural Gas	1,041	938	1,700	1,700	-	0.0%	1,800	1,900	2,000	2,000	2,100	
10-2-700-8005	Hydro	3,731	3,177	3,500	3,500	-	0.0%	3,500	3,500	3,500	3,500	3,500	
10-2-700-8020	Water	506		570	570	-	0.0%	580	580	590	600	620	

General Administration

			2019	2019										
		2018	YTD	Yearend	2019			202	20	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budg	get	Budget	Budget	Budget	Budget	2020 Comments
.0-2-700-7500	Sewer	-	-	54	540	-	0.0%		550	560	570	580		590
3100\8130	Vehicle Fuel and Maintenance	689	44	3 80	0 800	-	0.0%		800	800	800	800	1	800
	TOTAL OPERATING	\$ 267,009	\$ 328,55	3 \$ 411,94	\$ 472,410	\$ 60,467	12.8%	\$ 36	1,240	\$ 364,006	\$ 384,832	\$ 370,665	\$ 374,1	110
	WAGES & BENEFITS	0.25												
														*New Operational Initiative - Strengthen
10-2-700-8500	Commissioners Indemnities	54,672	47,01	8 56,31	5 54,680	(1,635)	-3.0%	8	84,000	85,470	86,970	88,490	90,0	040 Commissioner Compensation
10-2-700-8600	Management Salaries	132,691	94,2	117,65	0 116,500	(1,150)	-1.0%	11	9,710	121,800	123,930	126,100	128,3	310
10-2-700-8601	Finance Salaries (CUPE/Management)	131,492	109,8	136,21	6 135,430	(786)	-0.6%	13	88,750	141,180	143,650	146,160	148,7	720
10-2-700-8710	Executive Assistant	86,584	50,0	03 61,80	0 61,200	(600)	-1.0%	6	2,880	63,980	65,100	66,240	67,4	400
10-2-700-8715	Admin. Reception / Lease Clerk	101,980	87,87	5 109,15	0 109,150	-	0.0%	11	2,820	114,790	116,800	118,840	120,9	920
Multiple	Employee Benefits	112,290	91,73	6 100,00	93,620	(6,380)	-6.8%	10	6,400	108,260	110,150	112,080	114,0	040
	TOTAL WAGES & BENEFITS	\$ 619,709	\$ 480,75	6 \$ 581,13	1 \$ 570,580	\$ (10,551)	-1.8%	\$ 62	4,560	\$ 635,480	\$ 646,600	\$ 657,910	\$ 669,4	430
	RESERVE ALLOCATIONS													
	Reserve	94,920	-	-	-	-	0.0%	_	-		-			-
	luezeive	34,320	ettere regenerene	STATE OF THE PARTY		orestensionen en	0.070	to entropy	10000000	***	resuses sees	-	Charlest establish	Reallocation of \$15,000 in Reserve Fund Allocation
	Park Office Life Cycle Reserve	65,000	65,00	0 65,00	0 65.000		0.0%	5	0.000	50,000	50,000	50,000	50.0	
	TOTAL RESERVE ALLOCATIONS		\$ 65,00				0.0%	-	0.000					
		3 133,320	\$ 05,00	0 3 05,00	0 00,000	-	0.070			\$ 50,000	ŷ 50,000	\$ 50,000	30,	
	CAPITAL PROJECTS			-										
	Sewer			23	9 570	331	58.1%		570	570	570	570	NAME OF STREET	570
	Vadim Software								8,500					*New Capital Initiative - Vadim Municipal Ticketing Program
	vadim Software								8,300					*New Capital Initiative - Funds to install irrigation f
	Irrigation								2,000					the Park Office flower beds
	IIIBaton													*New Capital Initiative - Funds to have the Park
	Building Re-stain							2	20,000					Office re-stained.
	bulland he stain													
	Computer Upgrades		3,37	0 3,37	0 3,300	(70)			2,500					*New Capital Initiative - Funds to purchase a lapto
	Park Office Server	20,447				-	0.0%		-	-	-	-		-
	TOTAL CAPITAL	\$ 20,447	\$ 3,37	0 \$ 3,60	9 \$ 3,870	\$ 261	6.7%	\$ 3	3,570	\$ 570	\$ 570	\$ 570	\$!	570
	TOTAL EXPENDITURES BEFORE ALLOCATIONS	\$ 1,067,085	\$ 877,67	9 \$ 1,061,68	3 \$ 1,111,860	\$ 50,177	4.5%	\$ 1,06	9,370	\$ 1,050,056	\$ 1,082,002	\$ 1,079,145	\$ 1,094,3	110
	TOTAL INTERNAL WAGE ALLOCATIONS	\$ (115,000)	\$ (88,02	6) \$ (117,37	0) \$ (117,370) \$ -	0.0%	\$ (11	19,660)	\$ (121,750)	\$ (123,870)	\$ (126,030)	\$ (128,	240)
	TOTAL OVERHEAD EXPENSE ALLOCATION	\$ (837,027)	\$ (619,45	8) \$ (828,94	5) \$ (828,945) \$ -		\$ (87	73,640)	\$ (885,240)	\$ (915,060)	\$ (910,045)	\$ (922,	805)
													1	
	TOTAL EXPENDITURES	\$ 115,058	\$ 170,19	5 \$ 115,36	8 \$ 165,545	\$ 50,177	30.3%	\$ 7	76,070	\$ 43,066	\$ 43,072	\$ 43,070	\$ 43,0	065
	CONTRIBUTION TO (FROM)	\$ 14,538	\$ (106,93	2) \$ (72,27	6) \$ (123,045	\$ (50,769)	41.3%	\$ (3	33,570)	\$ (566)	\$ (572)	\$ (570)) \$ (565)
		(20,447)	(3,60	9) (3,60	9) (3,870	(261)	6.7%	(3	33,570)	(570)	(570)	(570) (:	570)
	Appropriated from Park Office Reserve													
	Appropriated from Park Office Reserve Appropriated from Accumulated Surplus	(11,756)	(52,67	(119,17	5) (119,175) -	0.0%			-	-	-		-
	7-11			(119,17	5) (119,175	-	0.0%		-	-	-	-		-

General Administration

CULTUS LAK	E PARK													
2020 - 2024	Financial Planning Worksheet - Community H	all												
	to October 15, 2019													
			2019	1	2019									
		2018	YTD	Ye	earend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Pro	ojection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	REVENUE													
10-1-800-4920	Hall Rentals	7,842	7,9		11,790	11,790		0.0%	11,950	11,950	11,950	11,950	11,950	
	TOTAL REVENUE	\$ 7,842	\$ 7,9	09 \$	11,790	\$ 11,790	\$ -	0.0%	\$ 11,950	\$ 11,950	\$ 11,950	\$ 11,950	\$ 11,950	The state of the s
	EXPENDITURES													
	OPERATING		_	_					-					
10-2-800-5300	Building Materials	2,575	-	20	2,000	3,500	1,500	42.9%	3,500	3,500	3,500	2.500	2.500	
10-2-800-3300	building Materials	2,373		20	2,000	3,300	1,500	42.9%	3,500	3,500	3,500	3,500	3,500	
10-2-800-6100	Insurance - Business	6,894	5,6	00	7,500	7,400	(100)	-1.4%	7,750	7,900	8,100	8,300	8,500	*Unavoidable Costs - Increase of \$350 to reflect actual costs
		3,034	3,0	Sale La (Sales La) Sale	,,500	/,,,00	(130)		1,730	7,500	8,100	8,300	8,300	CHARLOWARD COSTS - INCICEDE OF \$550 TO LEHIELT MITUAL COSTS
10-2-800-6000	Grounds Maintenance - Materials	-			2,000	2,000		0.0%	1,000	1.000	1,000	1,000	1,000	
10-2-800-7800	Telecommunications	227	1	92	200	200		0.0%	200	200	200	200	200	
10-2-800-8000	Propane & Natural Gas	1,286	1,0		1,700	1,700		0.0%	1,800	1,900	1,900	1,900	1,900	
10-2-800-8005	Hydro	1,289	1,0	52	1,500	1,500	-	0.0%	1,550	1,600	1,600	1,600	1,600	
10-2-800-7500	Sewer				540		(540)		550	560	570	580	590	
10-2-800-8020	Water				-	-	-	0.0%	580	580	590	600	600	
	TOTAL OPERATING	\$ 12,271	\$ 8,3	92 \$	15,440	\$ 16,300	\$ 860	5.3%	\$ 16,930	\$ 17,240	\$ 17,460	\$ 17,680	\$ 17,890	
	RESERVE ALLOCATIONS													
	Sewer & Septic Reserve	2,000	2,0		2,000	2,000	-	0.0%	2,000	2,000	2,000	2,000	2,000	
	Community Hall - Building	5,000	5,0		5,000	5,000	-	0.0%	5,000	5,000	5,000	5,000	5,000	
	Community Hall - Paving	3,000	3,0	_	3,000	3,000	-	0.0%	3,000	3,000	3,000	3,000	3,000	
	TOTAL RESERVE ALLOCATIONS	\$ 10,000	\$ 10,0	00 \$	10,000	\$ 10,000	\$ -	0.0%	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
	CAPITAL PROJECTS							-	+				-	
	Sewer	-			-	-	-	-	570	570	570	570	570	
														*New Capital Initiative - Funds to install irrigation for the flower
	Irrigation								1,500					beds at the community hall.
	Parking Lot Upgrade	-			-	25,000	25,000	100.0%	T -	-	-	-	-	
	TOTAL CAPITAL	\$ -	\$.	\$	-	\$ 25,000	\$ 25,000	100.0%	\$ 2,070	\$ 570	\$ 570	\$ 570	\$ 570	
	TOTAL EXPENDITURES BEFORE ALLOCATIONS	\$ 22,271	\$ 18,3	92 \$	25,440	\$ 51,300	\$ 25,860	50.4%	\$ 29,000	\$ 27,810	\$ 28,030	\$ 28,250	\$ 28,460	
	TOTAL INTERNAL WAGE ALLOCATIONS	\$ 19,300	\$ 15,1	95 \$	20,260	\$ 20,260	\$ -	0.0%	\$ 21,060	\$ 21,430	\$ 21,800	\$ 22,180	\$ 22,570	
	TOTAL OVERHEAD EXPENSE ALLOCATION	\$ 26,384	\$ 21,3	39 \$	28,480	\$ 28,480	\$ -		\$ 30,315	\$ 30,710	\$ 31,280	\$ 31,530	\$ 31,950	
	TOTAL EXPENDITURES	\$ 67,955	\$ 54.9	26 S	74 400	\$ 100,040	\$ 25,860	25.8%	\$ 80,375	\$ 79,950	\$ 81,110	A 01.000	\$ 82,980	
	I TOTAL EXPENDITURES	\$ 67,955	\$ 54,5	26 \$	74,180	\$ 100,040	\$ 25,860	25.8%	\$ 80,375	\$ 79,950	\$ 81,110	\$ 81,960	\$ 82,980	
	CONTRIBUTION TO (FROM)	\$ (60,113)	\$ (47,0	17) \$	(62,390)	\$ (88,250)	\$ (25,860)	29.3%	\$ (68,425)	\$ (68 000)	\$ (69,160)	\$ (70,010)	\$ (71,030)	
		+ (00,225)	+ (47)0	/ -	,52,550)	+ (55,250)	+ (25,500)	25.570	+ (00,423)		+ (05,200)	+ (70,010)	÷ (,,,,,,,,)	
	Appropriated from Sewer & Septic Reserve								(570)	(570)	(570)	(570)	(570)	
	Appropriated from Community Hall Reserve				-	(25,000)	(25,000)	100.0%	(1,500)		-	-	-	
	Appropriated from Accumulated Surplus				(1,000)	(1,000)		0.0%		-	-			
	NET CONTRIBUTION TO (FROM)	\$ (60,113)	\$ (47,0	17) \$	(61,390)	\$ (62,250)	\$ (860)	1.4%	\$ (66,355)	\$ (67,430)	\$ (68,590)	\$ (69,440)	\$ (70.460)	

Community Hall

JLTUS LAKE	PARK												
020 - 2024 F	inancial Planning Worksheet - Foreshore												
	o October 15, 2019												
			2019	2019									
		2018	YTD	Yearend	2019			2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
	REVENUE												
0-1-850-4930	Foreshore Lease Agreement				3,100	3,100	100.0%						Remove Income and Associated Expense - Recovery
0-1-850-4938	Boat Mooring - Sunnyside	7,682	4,911	4,911	7,750	2,839	36.6%	7,750	7,750	7,750	7,750	7,750	
	Boat Mooring - Public Areas	35,093	36,000	36,000	37,450	1,450	3.9%	37,450	37,450	37,450	37,450	37,450	
	Miscellaneous Revenue	360	510	510	-	510	0.0%	-	-	-	-	-	
	TOTAL REVENUE	43,135	\$ 41,421	\$ 41,421	\$ 48,300	\$ 7,899	16.4%	\$ 45,200	\$ 45,200	\$ 45,200	\$ 45,200	\$ 45,200	
	EXPENDITURES												
	OPERATING							-					
	Contract Services	-	-	4.000	-	-	0.0%	-		-	-		
	Harbercraft #QBSY4994L405 (Boat)		-	1,500	1,500	-	0.0%	1,500	1,500	1,500	1,500	1,500	
	Equipment Fuel (Boat)	141	36	400	800			800	800	800	800	800	
0-2-850-5850	Floats & buoys & misc.	3,077	2,511	5,000	10,000	5,000	50.0%	10,000	10,000	10,000	10,000	10,000	
	Grounds Maintenance (Beach)		26,366	26,366	22,000	(4,366)	-19.8%	10,000	10,000	10,000	10,000	10,000	
0-2-850-6000	Foreshore Issues - Erosion Project	- 14 600	9,379	9,379	20,000	10,621	0.004	44.000	14 200	14 200	- 14 200	- 14 200	
0-2-850-6100	Insurance - Business	14,622	10,650	14,200	14,200	- (20)	0.0%	14,200	14,200	14,200	14,200	14,200	
0-2-850-6200	Insurance - Vehicles & Equipment	95	82	120	100		-20.0% 73.8%	1.100		1.100	100	100	
0-2-850-6500	Licences/Permits	1,000	1,050	1,100	4,200 150			1,100	1,100		1,100	1,100	
0-2-850-7000	Printing	-	-	- 200						150	150	150	
0-2-850-8130	Vehicle Maintenance/Fuel	-	46 6.388	200 6.388	200	8.612	0.0% 57.4%	200 15.000	200 15,000	200	200 15.000	200 15.000	
0-2-850-8200	Wharfs & Foreshore Materials	65	6,388 840	1,000	15,000	8,612	0.0%	1,000	15,000	15,000	1,000	1,000	
0-2-850-8201	Signage TOTAL OPERATING 5		\$ 57,348	\$ 65,653	\$ 89,150	5.00	26.4%	\$ 54,050					
	TOTAL OPERATING ;	19,000	\$ 57,348	\$ 65,653	\$ 89,150	\$ 25,497	26.4%	\$ 54,050	\$ 54,050	\$ 54,050	\$ 54,050	\$ 54,050	
	RESERVE ALLOCATIONS		_										
	Foreshore Area General Reserve	11.000	5,000	5,000	5,000		0.0%	5,000	5,000	5,000	5,000	5,000	
	TOTAL RESERVE ALLOCATIONS		\$ 5,000	\$ 5,000			0.0%	\$ 5,000					
	TOTAL RESERVE ALLOCATIONS	11,000	3 3,000	\$ 3,000	2 3,000	7	0.070	3,000	3,000	9 3,000	7 3,000	\$ 3,000	
	CAPITAL PROJECTS												
	Security Cameras	26,709			-	-			-	-	-	-	
	Milfoil Control Pilot Project	6,504	12,588	12,588	10,000	(2,588)	-25.9%	4.190				-	
	Lakeshore Erosion Project		6,878	7,500	7,500		0.0%	,,150	-	-	-	-	
	TOTAL CAPITAL S		\$ 19,466					\$ 4,190					
CONTRACTOR OF	TOTAL EXPENDITURES BEFORE ALLOCATIONS		\$ 81,814	, , , , , , , , , , , , , , , , , , , ,			18.7%	\$ 63,240		-			
***************************************				,-,-	,		1		12,000				
7	TOTAL INTERNAL WAGE ALLOCATIONS	78,550	\$ 62,334	\$ 83,110	\$ 83,110	s -	0.0%	\$ 85,860	\$ 87,360	\$ 88,890	\$ 90,440	\$ 92,020	
		3,000		30,000					-			-,	
	TOTAL OVERHEAD EXPENSE ALLOCATION 5	205,441	\$ 155,310	\$ 207,680	\$ 207,680	\$ -	0.0%	\$ 220,230	\$ 223,110	\$ 229,640	\$ 229,230	\$ 232,365	
	TOTAL EXPENDITURES	347,204	\$ 299,458	\$ 381,531	\$ 402,440	\$ 20,909	5.2%	\$ 369,330	\$ 369,520	\$ 377,580	\$ 378,720	\$ 383,435	
	CONTRIBUTION TO (FROM)	(304,069)	\$ (258,037)	\$ (340,110)	\$ (354,140)	\$ (14,030)	4.0%	\$ (324,130)	\$ (324,320	\$ (332,380)	\$ (333,520)	\$ (338,235)	
							0.004						
	Appropriated from Main Beach Reserve	(0.50.5)	(12.500)	(12 500)	/10 000\		0.0%	(4.100)	-	-	-	-	
	Appropriated from Milfoil Control Reserve	(6,504)	(12,588)	(12,588)	(10,000)			(4,190)	-		-	-	
	Appropriated from Foreshore Area Reserve	(26,709)	(6,878)	(7,500)	(7,500)		0.0%	-			•		
	Appropriated from Accumulated Surplus	-		(32,000)	(32,000)	-	0.0%		-	-	•	-	
						\$ (16,618)				\$ (332,380)			

Foreshore

10-2-900-8201	Signage/Advertising	3,956	6,634	6,634	5,000	(1,634)	-32.7%	6,500	6,500	6,500	6,500	6,500	*New Operational - Increase budget by \$1,500 to align with actuals
10-2-900-8005	Hydro	5,446	4,441	7,900	7,900		0.0%	8,100	8,300	8,300	8,300	8,500	
10-2-900-7400 10-2-900-8005	Security Systems & Supplies	233 5,446	4,441	7,900	7,900	•	0.0%	8,100	8,300	8,300	8,300	9 500	
10-2-900-7300	Vandalism Repairs	222	1,344	2,500	2,500	-	0.0%	2,500	2,500	2,500	2,500	2,500	
10-2-900-7200	Roads & Parking	15,782	9,099	12,000	12,000	-	0.0%	12,000	12,000	12,000	12,000	12,000	
10-2-900-7100	Public Relations												
10-2-900-7000	Printing	-	-	-	500	500	100.0%	500	500	500	500	500	
10-2-900-6820	Equipment Lease & Rentals	4,697	24,038	24,038	10,200	(13,838)	-135.7%	10,200	10,200	10,200	10,200	10,200	
10-2-900-6812	Point of Sale Fees	15,124	14,963	14,963	7,000	(7,963)	-113.8%	7,000	7,000	7,000	7,000	7,000	
10-2-900-6810	Bank Charges	299	272	450	450	-	0.0%	450	500	500	500	550	
10-2-900-6800	Office supplies	576				-	0.0%						
10-2-900-6300	Janitorial Supplies	13,064	11,340	12,500	12,500	-	0.0%	14,000	14,000	14,000	14,000	14,000	*New Operational - Increase budget by \$1,500 to align with actuals
10-2-900-6100	Insurance - Business	10,484	12,275	16,900	15,300	(1,600)	-10.5%	19,400	19,800	20,200	20,600	21,000	Increase of \$4,100 to reflect actual costs
10-2-900-6050	General Maintenance	17,395	13,112	16,000	16,000	-	0.0%	20,000	20,000	20,000	20,000	20,000	green space and maintenance materials
10-2-900-7500						Maria e parece							*New Operational - Increase budget by \$4,000 to allow for increased
10-2-900-6000	Grounds Materials	34,725	21,308	35,000	35,000	-	0.0%	30,000	30,000	30,000	30,000	30,000	
10-2-900-5900	Garbage Collection/Recycle	7,303	7,968	9,000	7,000	(2.000)		7,100	7,200	7,300	7,400	7,500	
10-2-900-5800	Equipment Maintenance	35,474	807	1,000	1,000	— <u> </u>	0.0%	1,000	1,000	1,000	1,000	1,000	250,000/ LIONS COMMUNICATION COSTS \$10,000
.0-2-900-5375	Contract Services	59,474	57,864	70,600	70,600	_	0.0%	70,600	70,600	70,600	70,600	70,600	Parking Attendents \$12,000/Porta Pottie \$16,000/Lions Manageme \$30,000/Lions Communication Costs \$10,000
0-2-900-5360	Commemorative Benches	384		-	1,900	1,900	100.0%	1,900	1,900	1,900	1,900	1,900	
0-2-900-5355	CEA Committee - Xmas Festival	6,000	6,000	6,000	6,000	-	0.0%	6,000	6,000	6,000	6,000	6,000	
0-2-900-5355	CEA Committee - Base	6,000	6,000	6,000	6,000	-	0.0%	6,000	6,000	6,000	6,000	6,000	
0-2-900-5350	Community Policing	10,000	-	-	10,000	10,000	100.0%	0,100	0,200	0,500	0,400	0,500	Reallocated to Protective Services Budget
0-2-900-5300	Building Materials & Maintenance	3,070	3,279	6,000	6,000	-	0.0%	6,100	6,200	6,300	6,400	6,500	
	EXPENDITURES OPERATING							2.66%					
	TOTAL REVENUE	\$ 573,427	\$ 639,066 \$	651,066	692,500	\$ 41,434	6.0%	\$ 710,500 \$	710,500	\$ 717,440	\$ 717,440 \$	717,440	
.0-1-900-4900	Miscellaneous	13,784	16,215	16,215	15,000	(1,215)	-8.1%	15,000	15,000	15,000	15,000	15,000	
10-1-900-4700	Tree Replacement	10,950	10,950	10,950	1,500	(9,450)	-630.0%	1,500	1,500	1,500	1,500	1,500	
10-1-900-4904	Donations - Trees		5,838	5,838	•	(5,838)	0.0%		NAME OF THE OWNER, WHEN PERSONS		and the property of the property was		
.0-1-900-4910	Pay Parking - Lions, Waterpark, Other	548,693	606,063	618,063	676,000	57,937	8.6%	694,000	694,000	700,940	700,940	700,940	Summer Weekend Rates - \$15 (daily) and \$5.00 (hourly) Summer Weekday Rates - \$12 (daily) and \$3.50 (hourly)
	REVENUE	l											
		7101001	Netual	riojection	Duaget	variance (5)	Variance (70)	Buuget	budget	budget	Dudget	budget	2020 Comments
GL	Account Name	2018 Actual	YTD Actual	Yearend Projection	2019 Budget	Variance (\$)	Variance (%)	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2020 Comments
			2019	2019									
YTD - Updated to	October 15, 2019												
	ancial Planning Worksheet - Visitor Service	es (Public Are	easj										

Visitor Services (Public Areas)

		2018	2019 YTD	2019 Yearend	2019			2020	2021	2022	2023	2024	
L	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)	Budget	Budget	Budget	Budget	Budget	2020 Comments
-	Account Name	Actual	Actual	Projection	budget	variance (5)	Variance (70)	Dudget	Duaget	Duaget	Duaget	budget	2020 COMMENTS
	RESERVE ALLOCATIONS												
	Tree Replacement Reserve	15,450	20,000	20,000	20,000	-	0.0%	18,000	16,000	14,000	12,000	12,000	
											9		
	Main Beach - Building	45,200	30,000	30,000	30,000	-	0.0%	45,000	45,000	45,000	45,000	45,000	Reallocation of \$15,000 in Reserve Fund Allocations from General
	Main Beach - Grounds & Equipment	31,000	20,000	20,000	20,000	-	0.0%	20,000	20,000	20,000	20,000	20,000	
	TOTAL RESERVE ALLOCATIONS \$	91,650	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	0.0%	\$ 83,000	\$ 81,000	\$ 79,000	\$ 77,000	\$ 77,000	
	CAPITAL PROJECTS												
													*New Capital Initiative - Funds to put in permanent parking direct
	Parking Lot Sign Package							2,500					signs for Parking Lots.
	Power Pole Assessment							6,000					*New Capital Initiative - Funds to do an assessment of the power
													Public Areas and to do necessary replacements to poles.
	Power Pole Replacement							25,000	7,500	5,000	2,500		
	Irrigation Line - Main Beach/Park Entrance							5,000	5,000	5,000			*New Capital Initiative - Funds to install irrigation in areas of the
	Irrigation Line - West Side								11,000	11,000	11,000	11,000	New Capital Initiative - runds to install irrigation in areas of the
	Irrigation Line -First Ave								11,000	11,000	11,000	11,000	*New Capital Initiative - Funds to replant flower beds throughout
	Planting - Flower Beds								4.500	2,000	2,000	2,000	park.
ALC:	Flanting - Flower Beds								4,500	2,000	2,000	2,000	*New Capital Initiative - Funds to upgrade Main Beach electrical s
	Upgrade Main Beach Electrical Service									20,000	15,000	15,000	from 200 amp to 400 amp
	Opprade Wall Deadl Electrical Service												*New Capital Initiative - Funds to resurface and install perimter a
	Playground and Volleyball Court Perimeter							3,500	4,000		7,500		Main Beach playground and volleyball court.
	Traybroand and Foneyour doubt commeter												*New Capital Initiative - Funds to replace existing locks with mast
	Master Lock and key sets									6,000			and key sets.
													*New Capital Initiative - Utility mapping for fibre optics, water, el
	Utility Mapping											20,000	sewer and irrigation lines.
													*New Capital Initiative - Funds to upgrade pay stations so they ac
	Parking Pay Station Upgrade							12,000	6,000	6,000	6,000		Interac payment.
													*New Capital Initiative - Funds to improve drainage on the east si
	Sunnyside Boulevard drainage improvements		i produce de la companya de la comp					8,000			10,000		Sunnyside Bivd.
	Capital Lease - Parking Meters	64,700											
	Lot B Redesign	104 100	5,093		12,500	7,407	0.0%	50,000	50,000	50,000	50,000	50,000	
	Paving General	104,189	46,250		50,000							-	
	Bear Bins	19,271	12,592	13,250	13,250	•	0.0%	11,000	8,000	8,000	8,000	8,000	
	Accessibility Pathway	2,860	44 000	11 000	- 12 000	910	0.0%	15,000		-			
	Main Beach Masterplan	-	11,090	11,090	12,000	910	7.6%	10,000	-	•	-	-	
	Main Beach Root Zone Enhancement	26,709	4,052	10,000	10,000	-	0.0%	10,000	_				
	Security Cameras - Parking lots/Beach Garbage Compound at Plaza	7,673		-			0.0%	-	-	-			
	Sar sage compound at rid2a	1,013					0.070			7			
		19,525	15,728	15,000	15,000	-	0.0%						
	Lawn Irrigation system	19,525			-	-	0.0%	-	-	-		-	
	Lawn Irrigation system use area)	13,332											
				•							40.000	12,000	
			23,484	23,484	20,000	(3,484)	-17.4%	18,000	16,000	14,000	12,000	12,000	
	use area)	13,332	23,484		20,000	(3,484)	-17.4%	18,000	16,000	14,000	12,000	12,000	
	use area)	13,332		23,484	30,000			18,000	16,000	14,000	12,000	12,000	
	use area) Tree Replacement/Rehabilitation	13,332	23,484	23,484			-17.4%	18,000	16,000	14,000	12,000	-	
	Tree Replacement/Rehabilitation Tree Management Plan Lakeshore/Monroe guardrail replacement	13,332	6,619	23,484 30,000 51,300	30,000 51,300	-	0.0%	-	-	-	-	-	
	Tree Replacement/Rehabilitation Tree Management Plan Lakeshore/Monroe guardrail replacement Munroe Ave - retaining wall replacement	13,332 10,153 8,653		23,484 30,000 51,300 120,000	30,000 51,300 120,000	-	0.0%	40,000	40,000	40,000	40,000	- 40,000	
	Tree Replacement/Rehabilitation Tree Management Plan Lakeshore/Monroe guardrail replacement	13,332 10,153 8,653 - 22,351	6,619	23,484 30,000 51,300 120,000	30,000 51,300 120,000	-	0.0% 0.0% 0.0%	-	-	40,000	40,000	-	

Visitor Services (Public Areas)

			2019	2019										
		2018	YTD	Yearend	2019				2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Variance (%)		Budget	Budget	Budget	Budget	Budget	2020 Comments
								_						
	TOTAL INTERNAL WAGE ALLOCATIONS	\$ 237,790	\$ 188,469	\$ 251,290	\$ 251,290	\$ -	0.0%	\$	259,720	\$ 264,270	\$ 268,900	\$ 273,600	\$ 278,390	0
	TOTAL OVERHEAD EXPENSE ALLOCATION	\$ 373,057	\$ 311,220	\$ 415,560	\$ 415,560	\$ -		\$	453,580	\$ 460,130	\$ 470,370	\$ 473,770	\$ 480,740	0
	TOTAL EXPENDITURES	\$ 1,215,926	\$ 896,541	\$ 1,313,552	\$ 1,303,750	\$ (9,802)	-0.8%	\$	1,231,650	\$ 1,198,600	\$ 1,216,070	\$ 1,219,770	\$ 1,226,380	
West (SP220) It is a Section Con-	CONTRIBUTION TO (FROM)	\$ (642,499)	\$ (257,475)	\$ (662,486	\$ (611,250)	\$ 51,236	-8.4%	\$	(521,150)	\$ (488,100)	\$ (498,630)	\$ (502,330)	\$ (508,940	0)
	Appropriated from Main Beach Reserve	(89,370)	(40,726)	(49,340	(50,250)	(910)	1.8%		(88,000)	(57,000)	(63,000)	(62,000)	(56,000	0)
	Appropriated from Tree Replace Reserve	(10,153)	(22,359)	(23,484	(20,000)	3,484	-17.4%		(18,000)	(16,000)	(14,000)	(12,000)	(12,000	0)
	Appropriated from Land Sales Reserve	(31,004)	(12,911)	(176,393	(183,800)	(7,407)	4.0%		(40,000)	(40,000)	(40,000)	(40,000)	(40,000	0)
	Appropriated from Accumulated Surplus	(64,188)		(35,000	(35,000)		0.0%	_		-	-	-		
	NET CONTRIBUTION TO (FROM)	\$ (447,783)	\$ (181,479)	\$ (378,269	\$ (322,200)	\$ 56,069	-17.4%	\$	(375,150)	\$ (375,100)	\$ (381,630)	\$ (388,330)	\$ (400,940))

Visitor Services (Public Areas)

CULTUS LAK	E PARK ·											
2020 - 2024	Financial Planning Worksheet - CEAC Com	mittee										
YTD - Updated	to October 15, 2019											
			2019	2019								
		2018	YTD	Yearend	2019		2020	2021	2022	2023	2024	
GL	Account Name	Actual	Actual	Projection	Budget	Variance (\$)	Budget	Budget	Budget	Budget	Budget	2020 Budget Comments
	REVENUE											
10-1-950-4900	Miscellaneous	31,615	10,404	10,404	5,250	(5,154)	10,000	10,200	10,404	10,612		\$1,250 -Bricks, Summer Farmers Market \$7500 - Beer Garden Proceeds Donations
10-1-950-4901	Sponsorship		-	-	4,800	4,800						Fireworks Sponsorship at Cultus Lake Days.
10-1-950-4902	Public Areas - Base Contribution	6,000	6,000	6,000	6,000	-	6,000	6,000	6,000	6,000	6,000	
10-1-950-4902	Public Areas - Christmas Festival	6,000	6,000	6,000	6,000	-	6,000	6,000	6,000	6,000	6,000	Public Areas
10-1-950-4903	General Administration - Events Coordinator	-,	15,000	15,000	15,000	-		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	.,	-,		General Admin - Events Coordinator
												FVRD Grant in Aid - \$4,000, posibility of 2 further \$3,00 grants in aids (Cultus Lake Days, Christmas Market etc., and
		7,750	12,950	14,000	14,000	-	14,000	14,500	14,500	15,000		Tourism Chilliwack - payment towards specific events programs maximum approx \$5,000 (Summer events, hiring a summer student etc.)
												Baker Newby - \$1,000 donation in past years.
10-1-950-4996	Grant Funding											Estimate we receive \$4,000 from FVRD, plus two additional grant of \$3,000 from FVRD and \$4,000 from Tourism Chilliwack.
	-TOTAL REVENUE	\$ 51,365	\$ 50,354	\$ 51,404	\$ 51,050	\$ (354)	\$ 36,000	\$ 36,700	\$ 36,904	\$ 37,612	\$ 37,824	
	EXPENDITURES											
	OPERATING											
10-2-950-5375	Contract Services	14,981	32,347	34,640	30,000	(4,640)						Events Coordinator
10-2-950-6800	Office Supplies/Various Expenses	836	224	850	850	-	850	875	875	900	900	Office/Printing/Supplies

				2019	2019												
		2018		YTD	Yearend	2019			1 2	2020	2021	2022		2023	:	2024	
GL	Account Name	Actual		Actual	Projection	Budget	V	ariance (\$)	В	udget	Budget	Budget	В	Budget	В	udget	2020 Budget Comments
							_	4									
10-2-950-7700	Special Events - Movie Nights	87	8	1,344	1,344	1,0	00	(344)		1,500	1,530	1,56)	1,590		1,620	
10-2-950-7700	Special Events - Cultus Lake Days	2,78	8	5,332	5,332	3,0	00	(2,332)		5,400	5,510	5,62)	5,730		5,840	
10-2-950-7700	Special Events - Parade Supplies/Entertainment - CLD			3,471	3,471	5	00	(2,971)		3,500	3,570	3,64		3,710		3,780	
10-2-950-7700	Special Events - Production/Music - CLD	-		3,500	3,500			(2,371)		3,500	3,570	3,64		3,710		3,780	
10-2-330-7700	Special Events - Beer Garden Supplies/Fencing -																Movie Nights/Cultus Lake Days/Liquor licence & Supplies/Parade Supplies/Christmas Event - Lights
10-2-950-7700	CLD			7,690	7,690			(4,690)		7,700	7,850	8,01		8,170		8,330	Supplies, boom lift/Elvis
10-2-950-7700	Special Events - Fireworks Display - CLD			5,000	5,000		_	(200)		5,100	5,200	5,30		5,410		5,520	
	Total Cultus Lake Days:	2,78	8	24,993	24,993	11,3	00	(10,193)		25,200	25,700	26,21	0	26,730		27,250	
10-2-950-7700	Special Events - Elvis	1,00	0	1,000	1,000	1,0	00	-		1,000	1,000	1,00	0	1,000		1,000	
10-2-950-7700	Special Event- Christmas Light Event (Lights, Supplies and Boom)	9,72	5	101	5,200	5,2	00			6,500	6.630	6.76		6,900		7.040	
10-2-950-7700	Brick Engraving	1,20		101	3,200	3,2	-		+	0,500	0,030	0,70	+	0,500		7,040	
10-2-330-7700	TOTAL OPERATING	\$ 31,40		60,009	\$ 68,027	\$ 49,3	50 \$	(15,177)	\$	35,050	\$ 35,735	\$ 36,40	5 \$	37,120	\$	37,810	
10-2-950-9800	RESERVE ALLOCATION			11.32-1				-									
2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	CEAC Reserve	19,95	7	-	-	1.7	00	1.700		950	965	49	9	492		14	
	TOTAL RESERVE ALLOCATIONS	\$ 19,95		-	\$ -	\$ 1,7	00 \$	1,700	\$	950	\$ 965	\$ 49	9 \$	492	\$	14	
	TOTAL EXPENDITURES	\$ 51,36	5 \$	60,009	\$ 68,027	\$ 51,0	50		\$	36,000	\$ 36,700	\$ 36,90	4 \$	37,612	\$	37,824	
	CONTRIBUTION TO (FROM)	-		(9,655)	(16,623) -	\$	(16,623)		-	-	-					
				(-,-20)	(==/020			-		-				-		-	
	Appropriation from CEAC Reserve	-		(9,655)	(16,623)		16,623		-	-	-		-			
	NET CONTRIBUTION TO (FROM)	\$ -	\$	CORPUTATION	\$ -	\$ -	\$	Mark = 200	\$		\$ -	\$ -	\$	muetik- mis	\$	•	

Community Events and Activities Committee

Linked to Projections for 2019

Schedule of Reserves

	Audited	Actuals		YTD										
	20	18		2019		2020)	2021		2022		2023		2024
Milfoil Control (Bylaw 1027-12)						11-4-101-351	5							
Beginning Balance	\$	102,652	\$		112,104	\$ 113	3,794	\$ 123,855	\$	138,205	\$	152,700	\$	167,339
Contribution from Residential Leases		7,215			7,230		7,230	7,230		7,230		7,230		7,230
Contribution from Commercial Leases		215			255		210	210		210		210		210
Contribution from Sunnyside Campground		6,447			5,600		5,600	5,600		5,600		5,600		5,600
Interest Earned		2,079			1,193		1,210	1,311		1,454		1,599		1,746
Less: Capital Funding Ending Balance	\$	(6,504) 112,104	\$		(12,588) 113,794		4,190) 3,855	\$ 138,205	\$	152,700	\$	167,339	\$	182,125
Lifeting balance	\$	112,104	Ą		113,734	J 12.	3,033	7 136,203	4	132,700	Y	107,535	Y	102,123
Water Utility (Bylaw 1017-12)	*					11-4-101-3520	0							
Beginning Balance	\$	197,315	\$		201,174	\$ 203	3,186	\$ 205,218	\$	207,270	\$	209,342	\$	211,436
Interest Earned		3,859			2,012		2,032	2,052		2,073		2,093		2,114
Less: Capital Funding		-			36.61		-	-		-				
Ending Balance	\$	201,174	\$		203,186	\$ 205	5,218	\$ 207,270	\$	209,342	\$	211,436	\$	213,550
Main Beach (Bylaw 1022-12)	\$	-				11-4-101-3525	5							
Beginning Balance	\$	58,755	4		46,606	\$ 48	3,232	\$ 81,364	\$	145,828	¢	204,936	¢	265,636
Contribution from Public Areas	y.	76,200	Y		50,000	- 50 Miles	5,000	65,000	Þ	65,000	Y	65,000	Ą	65,000
Contribution from Residential Leases		-			-		5,000	55,000		55,000		55,000		55,000
Interest Earned		1,021			966		1,132	1,464		2,108		2,699		3,306
Less: Capital Funding		(89,370)			(49,340)	(88)	3,000)	(57,000)	(63,000)		(62,000)		(56,000)
Ending Balance	\$	46,606	\$		48,232	\$ 81	1,364	\$ 145,828	\$	204,936	\$	265,636	\$	332,942
Plaza (Bylaw 1024-12)	\$	-				11-4-101-3535	5							
Beginning Balance	\$	148,939	¢		201,631	\$ 10	0,738	\$ 31,681	\$	101,834	د	186,688	ė	272,391
Contribution from Commercial Leases	7	83,000	7		83,000	100	3,570	83,570	7	83,570	7	83,570	Ą	83,570
Interest Earned		3,395			2,846		943	1,153		1,854		2,703		3,560
Less: Capital Funding		(33,703)			(276,739)	(63	3,570)	(14,570		(570)		(570)		(570)
Ending Balance	\$	201,631	\$		10,738	\$ 31	1,681	\$ 101,834	\$	186,688	\$	272,391	\$	358,950
Tree Replacement 1031-12)	\$	-				11-4-101-3542	ı							
Destanta - Balanca		2 205			0.700			ć 5746		F 064		6.460		C 245
Beginning Balance Contribution from Public Areas	\$	3,295 15,450	\$		8,708 20,000		5,511 3,000	\$ 5,746 16,000	Þ	5,964 14,000	Þ	6,163 12,000	Þ	6,345 12,000
Interest Earned		116			20,000	10	235	217		200		182		183
Less: Capital Funding		(10,153)	\$100 M		(23,484)	(18	3,000)	(16,000	1	(14,000)		(12,000)		(12,000)
Ending Balance	\$	8,708	\$		5,511			\$ 5,964	_	6,163	\$	CONTRACTOR OF THE PROPERTY OF	\$	6,528
Protective Services	\$	-				11-4-101-3545	5							
Beginning Balance	\$	47,847	4		44,364	\$ 21	1,828	\$ 24,066	ė	26,327	\$	28,610	¢	30,916
Contribution from Protective Services	*	2,000	4		2,000		2,000	2,000	Y	2,000	~	2,000	٧	2,000
Interest Earned		892			464		238	261		283		306		329
Less: Capital Funding	Mark and the same of the party of the same	(6,375)			(25,000)		-	-		-				
Ending Balance	\$	44,364	\$		21,828	\$ 24	1,066	\$ 26,327	\$	28,610	\$	30,916	\$	33,245
Public Works (1134, 2018)	\$					11-4-101-3555	i							
Basinalan Balanca	\$	454400			200 705	¢	201	\$ 267,894		252.055		244 575		267.462
Beginning Balance Contribution from Public Works	\$	154,123 133,185	\$		208,795 115,000		5,261 5,000		. >	363,952	\$	211,572	\$	267,168 115,000
Interest Earned		3,514			3,238		3,503	115,000 3,829		115,000 4,790		115,000 3,266		3,822
Less: Capital Funding		(82,027)			(91,772)		5,870)	(22,770)	1	(272,170)		(62,670)		(145,170)
Ending Balance	\$	208,795	\$		235,261		Contract of the Contract of th	\$ 363,952		211,572	\$	267,168	\$	240,819
	\$	-								•		•		•
Land Sales Reserve (1036-13)						11-4-101-3600								
Beginning Balance	\$	2,215,377	\$		2,227,391			\$ 1,524,869	\$	1,500,118	\$	1,475,119	\$	1,449,870
Interest Earned		43,018			22,274		5,226	15,249		15,001		14,751		14,499
Less: Capital Funding	4	(31,004)			(627,022)		1,000)	(40,000		(40,000)		(40,000)		(40,000)
Ending Balance	\$	2,227,391	\$		1,622,643	\$ 1,524	1,869	\$ 1,500,118	\$	1,475,119	\$	1,449,870	\$	1,424,369
	\$	-			4									

Linked to Projections for 2019

Schedule of Reserves

Part		Audited Actuals		YTD		l									
Seguining Balance		2018		2019		202	20		2021	_	2022	_	2023		2024
Marche 19,000 1	Sunnyside Campground (Bylaw 1028-12)					11-4-101-35	50								
Part	Beginning Balance	\$ 1,486	,911	\$	1,522,842	\$ 1,10	02,123	\$	838,136	\$	970,490	\$	1,111,642	\$	1,269,180
Personal Funding Balance 19,580 1,100,100 1,00															
Part					NAME OF TAXABLE PARTY.	100000									
Page	•			ė.						\$		\$		\$	
Peginning Balance	Ending balance		-	•	2,102,123	V 0.	50,250	Υ	370,430	Ψ.	2,222,042	Υ	2,200,200	*	2,100,212
Controlletion from Wistion Services 15,000 32,000 32,000 33,200 30,200 10,2000 1	Cabins Reserve (1086-17)					11-4-101-35	60								
Sector Control Contr	Beginning Balance			\$				\$	5000 TO 1000	\$		\$		\$	2 TO 10 TO 1
1,000 1,00		1:				3									
Processiment (Bylaw 136, 2018) \$ 21,138 \$ 2,1798 \$ 20,199 \$ 30,708 \$ 31,018 \$ 63,522 \$ 85,028 \$ 16,508 \$ 11.00 \$ 1.0		,		CONTRACTOR CANADA	WITH THE PARTY OF	,									
Page				\$		_		\$		\$		Š		\$	
Paginning Balance \$ 166,581 \$ 165,506 \$ 20,375 \$ 63,915 \$ 114,276 \$ 122,770 \$ 1,771,200 1,771,20	Ename Balance			•	7,1.00	-	20,200	•	00,,00	•	/	Total			
Second Contribution from Cultural Lake Fire	Fire Department (Bylaw 1136, 2018)					11-4-101-35	62								
Part	Beginning Balance	\$ 160	,581	\$	165,506	\$ 2	20,375	\$	63,915	\$	114,526	\$	122,770	\$	177,182
Capable Funding Capable Funding Capable Funding Balance Capable Funding Fund											0.5		- 15		9.5
Part Office Life Cycle (Bylaw 1023-121) Septing Balance Sept					ARCHARDON MANAGEMENTS	1.									
Park Office Life Cycle (Bylaw 1023-121) Beginning Balance	_			ė				¢		4		4		\$	A STATE OF THE PARTY OF THE PAR
Path Office Life Cycle (Bylaw 1023-121)	Chaing balance	\$		7	20,575	7	03,313	Υ	114,520	Υ	122,770	7	177,102	Υ	230,023
Seguritation from General Administration 65,000 70,000 50,	Park Office Life Cycle (Bylaw 1023-12)	•				11-4-101-35	65								
Part	Beginning Balance	\$ 8:	,625	\$	130,249	\$ 19	93,592	\$	212,458	\$	264,513	\$	317,088	\$	370,189
Contribution from Community Hall 1026-121 1026-12	Contribution from General Administration	6	,000		65,000		50,000		50,000		50,000		50,000		50,000
Sample S				Management of the Control of the Con	THE RESERVE AND ADDRESS OF THE PARTY OF THE										100000000000000000000000000000000000000
Seginding Balance Seginding Segi	The state of the s														
Sewer & Septic Reserve (1021-122)	Ending Balance			\$	193,592	\$ 2.	12,458	\$	264,513	\$	317,088	>	3/0,189	>	423,821
Seginning Balance S		4													
Contribution from Visitor Services	Sewer & Septic Reserve (1021-12)					11-4-101-35	75								
Contribution from Community Hall 2,000	Beginning Balance	\$,482	\$	12,293	\$:	11,957	\$	12,262	\$	12,620	\$	13,032	\$	13,499
The set Earned 149 175 178 182 187 192 185 187 185 187															
Community Hall (1026-12) 11.4-101-3550 12.293 12.293 11.957 12.262 12.620 13.032 13.049 14.021															
Packing Balance Sample S			211		THE RESERVE AND PARTY.										
Seginning Balance \$ 28,515 \$ 37,151 \$ 45,603 \$ 52,639 \$ 61,245 \$ 69,937 \$ 78,717	-	\$ 1	,293	\$				\$		\$		\$		\$	
Beginning Balance \$ 28,515 \$ 37,151 \$ 45,603 \$ 52,639 \$ 61,245 \$ 69,937 \$ 78,717 \$ 60,000 \$ 8,00			-												
Source S	Community Hall (1026-12)					11-4-101-35	80								
Name	Beginning Balance		•	\$		\$ 4		\$		\$		\$		\$	
Capital Funding									200						
Ending Balance \$ 37,151 \$ 45,603 \$ 52,639 \$ 61,245 \$ 69,937 \$ 78,717 \$ 87,584			636		DESCRIPTION OF THE PERSON OF T				606		692		779		867
Beginning Balance \$ 27,545 \$ 52,318 \$ 128,591 \$ 205,627 \$ 283,433 \$ 362,018 \$ 441,388		\$ 3	1.151	\$			-	\$	61.245	Ś	69.937	Ś	78.717	\$	87.584
Beginning Balance \$ 27,545 \$ \$ 52,318 \$ \$ 128,591 \$ \$ 205,627 \$ \$ 283,433 \$ \$ 362,018 \$ \$ 441,388 \$ Contribution from Commercial Leases 24,000 \$ 75,000 \$ <td< td=""><td>Ename Solution</td><td></td><td>-</td><td>*</td><td>10,000</td><td>***********</td><td></td><td>7</td><td></td><td>-</td><td></td><td></td><td></td><td>•</td><td></td></td<>	Ename Solution		-	*	10,000	***********		7		-				•	
Contribution from Commercial Leases 24,000 75,000 7	Landfill Closure Reserve (1018-12)					11-4-101-35	90								
Interest Earned	Beginning Balance	\$ 2	,545	\$		\$ 13	28,591	\$	205,627	\$		\$		\$	
Cess: Capital Funding		24				1									
Ending Balance \$ 52,318 \$ 128,591 \$ 205,627 \$ 283,433 \$ 362,018 \$ 441,388 \$ 521,552			773		1,273		2,036		2,806		3,584		4,370		5,164
Foreshore Area General Reserve (1085-2017)		ć 5	318	ć	128 591	\$ 20	05 627	\$	283 433	4	362 018	4	441 388	\$	521 552
Beginning Balance \$ 24,617 \$ 9,236 \$ 6,878 \$ 11,997 \$ 17,167 \$ 22,389 \$ 27,663 \$ Contribution from Foreshore 11,000 \$ 5,000 \$			-	7	120,391			7	203,433	Υ	302,018	4	441,300	7.	321,332
Contribution from Foreshore 11,000 5,000 <th< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>20.00</td><td></td></th<>														20.00	
Interest Earned 328 142 119 170 222 274 327 Less: Capital Funding (26,709) (7,500) - <td></td> <td></td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td> <td>\$</td> <td></td>				\$		\$		\$		\$		\$		\$	
Less: Capital Funding (26,709) (7,500) -		1													
Ending Balance \$ 9,236 \$ 6,878 \$ 11,997 \$ 17,167 \$ 22,389 \$ 27,663 \$ 32,989		120			THE RESERVE OF THE PARTY OF THE		119		1/0				-		
				\$		\$	11,997	\$	17,167	\$		\$	27,663	\$	
	•									•					

Linked to Projections for 2019

Schedule of Reserves

	Auc	lited Actuals 2018		YTD 2019	\perp	2020		2021		2022		2023		2024
Fire Department Operating Reserve (Bylav	w 1137-18)				1	0-4-101-3700								
Beginning Balance	\$		\$	18,8	34	\$ 19,022	\$	19,213	\$	19,405	\$	19,599	\$	19,795
Contribution from Fire Dept Surplus		18,639						-		-				
Interest Earned		195			88	190		192		194		196		198
Less: Funding						-		-		-		-		-
Ending Balance	\$	18,834	\$	19,0	22	\$ 19,213	\$	19,405	\$	19,599	\$	19,795	\$	19,993
	\$. •												
CEAC Operating Surplus (1138-18)					1	0-4-101-3705								
Beginning Balance	\$		\$	20.	52	\$ 3,731	\$	4,727	\$	5,749	\$	6,311	Ś	6,871
Contribution from CEAC Surplus	*	19,957	*	20,	_	950	*	965	•	499	•	492	•	14
Interest Earned		195			02	47		57		62		68		69
Less: Funding				(16,0	23)	-		-				_		
Ending Balance	\$	20,152	\$		_	\$ 4,727	\$	5,749	\$	6,311	\$	6,871	\$	6,954
	\$	•		•				*******						
Accumulated Operating Surplus					1	0-4-101-3900								
Beginning Balance	\$	1,006,974	\$	899,0	63	\$ 844,783	\$	864,406	\$	880,469	\$	889,033	\$	907,120
Contribution from Projected Surplus		205,529		197,8	70	19,622		16,063		8,565		18,086		11,802
Less: Funding		(313,440)		(252,	50)	-		-		-		-		-
Ending Balance	\$	899,063	\$	844,7	83	\$ 864,406	\$	880,469	\$	889,033	\$	907,120	\$	918,922
	\$	2			\neg									
Reserve Consolidation														
Beginning Balance	\$	5,768,327	\$	5,939,	55	\$ 4,645,645	\$	4,570,270	\$	5,149,841	\$	5,460,580	\$	6,046,225
Contributions		954,965		972,		931,902		945,248		943,614		959,948		959,106
Interest Earnings		94,921		58,0		47,053		46,272		51,966		55,056		60,786
Capital Funding		(878,658)		(2,324,	56)	(1,109,330)		(466,950)		(739,840)		(484,360)		(546,870
Ending Balance	\$	5,939,555	_	4,645,6	_	\$ 4,515,270		5,094,841	\$	5,405,580	\$	5,991,225	\$	6,519,247

		2020 Fina	ancial Plan I	mpact	
Request Description	Business Unit	Salary & Benefits	Other	Total	Comments
ngoing Financial Plan Impacts					
	Fire (Dept. 300)		2,900	2,900	
	Public Works (Dept. 400)		700	700	
	Community Hall (Dept. 800)		350	350	
	Public Areas (Dept. 900)		4,100	4,100	The fellowing represent the entire to discuss in any continuous in
Business Insurance Premium Increases	Sunnyside (Dept. 100)		3,400	3,400	The following represent the estimated increases in commercial insurance costs for 2020 due to claims history and increasing insured revenue levels.
	Visitor Services (Dept. 150)		2,800	2,800	
	Bylaw (Dept. 125)		150	150	
	General Administration (Dept. 700)		1,000	1,000	
		-	15,400	15,400	
Bylaw Adjudication System	Bylaw (Dept. 125)		2,000	2,000	To participate in the Bylaw Adjudication System with the City of Chilliwa there is an annual fee of \$2,000.
		-	2,000	2,000	
	Sunnyside (Dept. 100)	16,150			In 2020 minimum wage increases from \$13.85 per hour to \$14.60 per hor This is a an increase of about 5.5%. In order to keep our wages competit
Minimum Wage Increase	Visitor Services (Dept. 150)	1,350		1,350	we have increased our budget to reflect a comparable increase for our seasonal hourly employees at Sunnyside.
		17,500	-	17,500	

Cultus Lake Park 2020 - 2024 Financial Planning Worksheet - Unavoidable Capital Costs

Request Description	Business Unit	Total	Comments
1. Capital Costs Phase 2 - Sunnyside Sewer Connection	Sunnyside (Dept. 100)	300,000	Funds to complete phase 2 of the Sewer within Sunnyside Campground. The bottom portion connection was phase 1 and the top potion of the campground is phase 2.
	Total	300,000	

		2020 Fina	ancial Plan	Impact	Proposed					
Business Unit	Request Description	Salary & Benefits	Other	Total	Funding Source	Comments				
Ongoing Financia	l Plan Impacts									
Cumpucido	Equipment Maintenance	-	2,000	2,000	Sunnyside	Increase Equipment Maintenance Budget by \$2,000, from \$5,50 to \$7,500 to allow for more regular maintenance of the campgrounds Gators as well as their Fire Protection Equipment				
Sunnyside (Dept. 100)	Signage	-	500	500	Operations	Increase to budget by \$500, from \$500 to \$1,000 to align with actuals				
	Septic Line Maintenance	-	5,000	5,000		Ongoing costs of Maintenance of Septic Lines within the campground along with pumping the system again in 2020.				
	Total Sunnyside	-	7,500	7,500						
Bylaw	Contract Services		(9,134)	(9,134)	Operations	Bylaw Enforcement and Protective Services - Financial Impact				
(Dept. 125)	Wages and Benefits	81,310		81,310		Option#3				
	Total Bylaw	81,310	(9,134)	72,176						
Public Works (Dept. 400)	Custodian	11,850	-	11,850	Operations	Funds to hire an additional seasonal custodian on staff for 3 months.				
	Janitorial Supplies	<u>-</u>	1,500	1,500		Increase to budget by \$1,500, from \$12,500 to \$14,000 to align with actuals				
Public Areas	Signage	<u>-</u>	1,500	1,500	Operations	Increase to budget by \$1,500, from \$5,000 to \$6,500 to align was actuals				
(Dept. 900)	Grounds Maintenance	-	4,000	4,000		Increase to budget by \$4,000, from \$16,000 to \$20,000 to allow for increased green space and maintenance materials.				
	Total Public Areas		7,000	7,000						
General Admin (Dept. 700)	Commissioner Compensation	27,000	_	27,000	Operations	Funds to strengthen commissioner compensation.				
	_ Total			125,526						

Business Unit	Request Description	2020	2021	2022	2023	2024	Proposed Funding	Comments
Fire	Training Grounds Updates Building Upgrades	(10,000)						In the coming year there is a greater need for Building upgrades to allo for increase to building security, therefore adjust the funds budgeted for training grounds in 2020 to building upgrades.
(Dept. 300)	SCBA Replacement		(38,000)	40,000			Fire Reserve	defer 2020 replacement to 2021, increase by \$3000 for increased cost.
	AED Replacement				3,000	3,000		Required AED replacements in 2023 and 2024
	Total Fire	-	(38,000)	40,000	3,000	3,000		
	Power Pole Assessment	7,500						Funds to have a contractor in to assess the power poles within Sunnyside campground as this infrastructure is aging.
	Power Pole Replacements	15,000	15,000	15,000				Power Pole Replacement - pending above assessment
	Transformer Replacements	10,000	10,000	10,000	10,000	10,000		Funds to allow for the replacement of transformers within the campground as many are coming to the end of their life.
	Bathroom #2 Replacement			400,000				Funds for the rebuild of bathroom #2 within the campground as this building is a wood structure that is in bad repair due to its age.
	Tree Rehabilitation Plan	5,000	5,000	5,000	5,000	5,000		Increase budget from \$15,000 to \$20,000 to deal with hazardous trees in Sunnyside Campground.
Sunnyside Campground (Dept. 100)	Security Camera for Compound	5,000					Sunnyside Reserve	Funds to set-up a security camera for the campground compound to help ensure materials are not be misappropriated.
	Picnic Table Replacement	5,000	5,000	5,000	5,000	5,000		Funds to replace 50 picnic tables a year ongoing so that all picnic table can gradually be replaced.
	Fencing - Dog Swim Areas	13,500						Funds will be used to define the areas designated as dog swim areas along the beach at Sunnyside in an effort to keep dogs within these areas of the beach.
	Sunnyside Fence Replacement	1,000						Addition, funds are needed to continue necessary replacement of current fencing at Sunnyside. Currently the 2020 budget has \$7,600 budgeted for Fencing and the quotes received for the necessary work require an additional \$1,000 to be added to the budget.
	Total Sunnyside	62,000	35,000	435,000	20,000	20,000		
	Cabin Furnishings	4,000					Cabins Reserve	Extra Funds to make necessary upgrades to cabins in 2020
Visitor Services	Golf Cart	4,000					Cauiiis Neserve	A golf cart to carry cleaning supplies and linens to and from Twin Alder for efficiency and safety.
(Dept. 150)	Twin Alder Renovations	35,000						Renovations Necessary to Twin Alders so that it can be used for a short term accommodation rental.
	Yellow Barn Suite Renovations	39,000					Land Sale Reserve	Necessary renovations in order for Suites in Yellow Barn to be used for short term accomodations.
	Total Visitor Services	82,000		- II	•	-		

Business Unit	Request Description	2020	2021	2022	2023	2024	Proposed Funding	Comments
	Hand Held Radios	3,000						Need 5 additional radios to increase coverage during summer season a seasonal staff do not currently have radios available.
	Brush Cutter	10,000						Funds for a Skid Steer Attachment - Brush Cutter to allow mulching of tall grass, course vegetation and encroaching brush at parking lot perimeters, lanes and above Main Beach.
	Honda 2000w inverter		2,500					Fund to replace current generator that is coming to the end of its usef life.
	Utility Trailer		8,500					Funds to replace Public Works 1999 ubuilt utility trailer.
Public Works	Street Sweeper			180,000			Public Works Reserve	Funds to replace Public Works 2002 Elgin Street Sweeper.
(Dept. 400)	Generator - Honda 6500				8,000			Funds to replace generator at the end of its useful life.
	Skid Steer Attachment					90,000		Funds to replace 2012 John Deere Skid Steer.
	Storage Container	12,000						Funds to purchase a storage container with lighting and an alarm for the Public Works compound to increase security of valuable items at the Public Works compound.
	Security Cameras for Compound	15,000						Funds to set-up 3 security cameras for the Public Works compound to increase security of Public Works compound.
	Computer Upgrades	2,500						Funds to replace one outdated computer in the Public Works Building.
	Total Public Works	42,500	11,000	180,000	8,000	90,000		
	Infrastructure Assessment	15,000						Commercial Infrastructure Assessment as per a recommendation from the Operational and Financial Core Review Committee that was approved by the Board in 2019.
	Farmers Market Grounds Improvements		4,000					Level and seed ground north of the Community Barn.
Commercial Leases	Irrigation/Lawn - Sunnyside Boulevard	5,000					Commercial Plaza	Replace Mulch with irrigated lawn along Sunnyside Boulevard adjacent to Lakeside Beach Club
(Dept. 500)	Irrigation/Lawn - Columbia Valley Highway		10,000				Reserve	Improve grounds and tree root conditions between plaza and Columbia Valley Highway with installation of irrigated lawn.
	Sailing Club Fencing	8,000						Fencing to contain the Sailing Clubs boats are ensure they don't spill ou into the campground.
	Lakeside Beach Club Exterior of Building	35,000						Funds to refinish the buildings exterior, including cleaning, staining and capping exposed beams.
	Total Commercial Leases	63,000	14,000	-	-	-		
Community Hall	Irrigation	1,500					Community Hall	Funds to install irrigation for the flower beds at the community hall.
(Dept. 800)	Total Community Hall	1,500		-	-	-	Reserve	

Business Unit	Request Description	2020	2021	2022	2023	2024	Proposed Funding	Comments
	Parking Lot Sign Package	2,500						Funds to replace temporary parking lot directional signs.
	Irrigation Line - Main Beach/Park Entrance	5,000	5,000	5,000				These funds will be used to expand on the irrigation project above Ma Beach that was started in 2018 and continued in 2019. Irrigation will extend northwest from the movie screen area toward Sweltzer Cr. on either side of the trail
	Irrigation Line - West Side		11,000					Funds would be used to install irrigation on either side of the foot brid on the West Side of the Lake following Board direction to remove sprinklers.
	Irrigation Line -First Ave		11,000	11,000	11,000	11,000		Funds would be used to install irrigation between Main Beach and Spruce Street comparable to the West Side.
	Planting - Flower Beds		4,500	2,000	2,000	2,000		Fund to replant flower beds throughout the park.
Public Areas (Dept. 900)	Upgrade Main Beach Electrical Service			20,000	15,000	15,000	Main Beach Reserve	Upgrade electrical service from 200 amp to 400 amp and future installation of outlets through out Main Beach.
(Playground and Volleyball Court Perimeter	3,500	4,000		7,500			These funds would be used for resurfacing and installation of an 8x8 perimeter.
	Master Lock and key sets			6,000				Funds to place existing locks with master locks and key sets.
	Power Pole Assessment	6,000						Park Wide Power Pole Condition Assessment
	Power Pole Replacement	25,000	7,500	5,000	2,500			Power Pole Replacement - pending above assessment
	Utility Mapping					20,000		As builts for fibre optic, water, electrical, sewer and irrigation lines.
	Parking Pay Station Upgrade	12,000	6,000	6,000	6,000			Funds would be used to update the pay stations to allow 8 pay stations to accept Interac payment.
	Sunnyside Boulevard drainage improvements	8,000			10,000			Funds to improve drainage on the east side of Sunnyside Blvd between the Plaza and Public Works Building at Fire hall.
	Total Public Areas	62,000	49,000	55,000	54,000	48,000		
	Vadim - Municipal Ticketing Software	8,500						Vadim Municipal Ticketing Program - Installation and Licencing of software to allow finance to track bylaw tickets.
General	Irrigation	2,000	-					Funds to install irrigation for the flower beds at the Park Office
Administration (Dept. 700)	Re-stain Park Office	20,000	-				Park Office Reserve	Funds will be used to allow for the Park Office to be re-stained
	Computer Upgrade	2,500	-					Funds to allow for the purchase of a laptop for the Manager of Finance
	Total General Admin	33,000	-	-	-	-		
	Total New Capital Initiatives	346,000	71,000	710,000	85,000	161,000		



REPORT/RECOMMENDATION TO BOARD

DATE:

November 27, 2019

FILE: 0550

SUBMITTED BY:

Bonny Bryant

Chief Administrative Officer

SUBJECT:

2019 Strategic Priorities Third Quarter Report

PURPOSE:

To provide the Board with an update on the Strategic Priorities for the Third Quarter of 2019.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the 2019 Strategic Priorities Third Quarter report for information.

DISCUSSION:

On this evening's Regular Board Meeting Agenda for November 27, 2019, is the new Cultus Lake Park Board Strategic Plan – 2018-2022 report. It is being brought forward for the Board's endorsement and authorization for it to be released to the public and posted on the Cultus Lake Park website.

Even though it is being released at this evenings meeting, staff have already been working on the new strategic priorities and initiatives laid out in the report. The Strategic Plan and the progress being made on the priorities are already a part of the staff's quarterly reports going to the Board. The attached table reflects the new strategic initiatives being brought forward for the years 2018-2022 and the current status of each project.

STRATEGIC PLAN:

This report impacts the Board's Strategic Plan Initiative.

Prepared by and approved for submission to the Board:

Bonny Bryant

Chief Administrative Officer

BUILD A SUSTAINABLE PATH FORWARD

We will use existing resources effectively and efficiently and be innovative in creating new approaches that support long-term resilience and livability at Cultus Lake Park

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
	Cultus Lake Park is self-funded. Unlike multiand commercial leases, revenue from Sunnin. 1. Foster stronger government relations 2. Identify new/additional avenues to generate revenue			
	The Cultus Lake Park Board and staff are calliple needs and requirements of the Park of team, updating operating procedures, evaluating systems and digitizing practices Enabling the team to work more efficiently and to focus on higher-value tasks, support distributed decision-making, and build on continuous improvement	•	hey are committed to operational excel Improved productivity Customer satisfaction Employee engagement Employee retention and innovation	lence and customer service, working

BUILD A SUSTAINABLE PATH FORWARD (con't)

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
	 It is important to provide and plan for ex ging infrastructure must be developed. 	ceptional recreational, social and cultur	ral amenities at Cultus Lake Park. In	order to do this effectively, a capital
Lead/Team – Manager, Park Operations Manager, Finance Timeline – Q1 2021	 Undertake a review and inventory of our capital assets Develop a plan that incorporates assessment and replacements on a consistent basis 	 Conduct inventory and draft an asset list (Park, Sunnyside Campground and commercial leaseholder units) Create a life expectancy plan Repair vs. replacement decisions Determine funding and budget required for a five to ten year replacement schedule 	 Reducing one-off costs overall as inventory list can be referenced Decreasing "surprise" costs as assets reach end of life 	

CONTINUOUSLY IMPROVE THE CUSTOMER EXPERIENCE

We will deliver a more accessible and consistent experience for our visitors and residents.

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
around the world, Cultus Lake Park is addressed in residential leases. Lead/Team – Manager, Visitor Services, Accommodation and Bylaw Enforcement	· · · · · · · · · · · · · · · · · · ·	1. Short-term rentals, secondary suites, bed & breakfast. And home-based business regulations a. Develop a survey to gauge if residents want STRs, secondary suites, bed & breakfasts, and home-based businesses in the community. b. Provide results to Cultus Lake Park Board c. Decision Point for Board to move forward on STRs, secondary suites, bed & breakfasts, and home based businesses 2. If the Board decides to move forward: a. Cultus Lake Park Board to review policy on STRs, secondary suites, bed & breakfasts, and home based businesses b. Develop a Communications Plan for the rollout c. Plan rollout d. Draft bylaw regarding STRs secondary suites, bed & breakfasts, and home based businesses	·	

CONTINUOUSLY IMPROVE THE CUSTOMER EXPERIENCE (con't)

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
SHORT-TERM RENTALS, S	ECONDARY SUITES, BED & BREAKFAST	Γ. AND HOME-BASED BUSINESS REG	ULATIONS, AND RESIDENTIAL LEA	SES (con't)
		e. Engage the community and request public input f. Revise plan/bylaws based on public input g. Implementation plan h. Enforcement		
LEASE UPDATE				
Lead/Team – Manager, Finance Timeline – Q4 2019		Finalize Version 5 residential lease update	Transition leaseholders to Version 5 leases	Updated 2019/11/271. This item is currently underway and will be completed by December 2019
DIGITAL CUSTOMER EXPE	RIENCE – Service delivery is an integral pa	rt of Cultus Lake Park's operations, and t	echnology and digital tools can play an	increased role in this.
Lead/Team – Manager, Finance	Increase information on website Create the ability to book and pay for Sunnyside Campground sites online Define and develop automated	Business requirements discovery Customer needs discovery Existing vendor assessment of what we can buy/licence	 Decreasing volume of basic customer service inquiries Increasing stakeholder/customer satisfaction 	
Timeline – Q3 2020	responses and segmentation for customer inquiries 4. Develop the ability to pay fines online	4. Scope the project – prioritized requirements, budget and time frames	 Delivering more effective resource allocation to high-value tasks Improved employee engagement 	

STRENGTHEN OUR COMMUNITY CONNECTIONS

Working together, we will focus on understanding and achieving shared goals and effectively stewarding our community.

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
requirements in amenities to su This plan proposed the first pha	upport a full-time community and growing	ments to develop the Village Plaza site. C		_
Lead/Team – Chief Administrative Officer Timeline – Q3 2021	To research the potential for the redevelopment of the Village Plaza	 Appraise land and potential revenue streams Request for interest (RFI) for developer/planner Develop and determine options Secure provisional high-level design options Go/no go decision Community engagement plan 	 Improvements in revenues through additional leases, parking fees and new sources Affordable housing keeps families at Cultus Lake Park Improved well-being and sense of community 	Updated 2019/11/27 Most of the existing commercial leases in the Plaza are expiring in the year 2023 or before with no further extensions being given.

STRENGTHEN OUR COMMUNITY CONNECTIONS (con't)

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
	One of the fundamental promises made ders on many levels, proactively communication. To continue to build community at	· ·		
Board Commissioners and Chief Administrative Officer Timeline – Ongoing through the term of the Board	Cultus Lake Park by developing productive and co-creative relationships with the people who live, work and play here, with all levels of government and with other stakeholders	Develop project/initiative-specific communications plan Integrate communication plans/strategies into execution of initiatives, moving forward	Sentiment from community off levels of trust Successful completion of projects Employee engagement and well-being	
the term of the Board	2. To build on the foundation of regular and consistent communications3. To act in a transparent manner			
	To create multiple opportunities and channels for community input and feedback to the Board and Park staff			
	To create a positive, engaging workplace that inspires the Cultus Lake Park staff			

PRESERVE THE NATURAL BEAUTY OF CULTUS LAKE PARK

We will demonstrate leading practices to preserve and protect our abundant natural resources and wildlife.

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
Mainland and around the world concerns regarding the recreation ecological health and environments of their own property line and	to spend time at the Park and to enjoy the conal capacity of Cultus Lake Park. Not cont of the area. Increase in encroachments in the resident onto what is considered public property. Compliant in following the bylaws requires.	e Park is a popular destination along with respect the abundant natural resources of the area. In the abundant increase impact how visitors of the Park. An encroachment of the season and enforcement. Bylaws are 1. Update Bylaw fines and fees 2. See approval from the Ministry of the Attorney General to be included in the Registry under the Bylaw Adjudication Act	The number of visitors each year contains and residents use the Park, but it also ccurs when a leaseholder builds, creat	inues to grow and there are serious has a serious impact on the es or places something that reaches
month pilot project completion Q3 2019		 Implementation of policies Establish Community Policing office and adjudication Communications plan development Pilot over season, then optimize process, policy and prioritization 		 Approval received from Ministry and Bylaw Notice Enforcement 1140, 2019 adopted by the Board June 19, 2019 Community Policing Office opens in June 2019 to September, 2019 Pilot project completed and recommendation made for 2020. Communication plans were developed. PROJECT COMPLETED

PRESERVE THE NATURAL BEAUTY OF CULTUS LAKE PARK (con't)

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
Lead/Team – Manager, Visitor Services, Accommodation and Bylaw Enforcement Encroachment project initiated Q4 2019	To engage the community in support of greater compliance of Park bylaws	Undertake inventory of existing encroachments Cultus Lake Park Board to develop policy regarding encroachments Update Bylaws Develop community engagement and communications plan regarding encroachments	An increase in voluntary compliance Greater consistency and equitable outcomes for encroachments and other enforcements	Updated 2019/11/27 1. Encroachment project initiated.
health of our natural environment. The Cultus Lake Park Board has Lead/Team – Manager, Park Operations	GEMENT – The heart of Cultus Lake Parket is critical to the community – now and in a made great strides in enhancing the heart. 1. To clean up the forest floor 2. To implement strong bylaw enforcement in order to reduce fire hazards, to protect habitat and improve the visitor experience	n the future.	,	Updated 2019/11/27 1. Wildfire Protection Plan was reviewed March 20, 2019 with the Board as to where it is at.

PRESERVE THE NATURAL BEAUTY OF CULTUS LAKE PARK

GOALS/TIMELINE	OBJECTIVES	PRIORITY STEPS	RESULTS WE ARE FOCUSED ON ACHIEVING	STATUS TO DATE
LANDFILL CAPPING – There as Lead/Team – Manager, Park Operations Timeline – Q4 2021	1. To make an informed decision based on information that comes out of the first phase of a development exploration for the Village Plaza, as to the viability of a sustainable development (repurposing evacuation materials) for this initiative.	1. Review Ministry requirements 2. Hire consultant 3. Estimate fees for capping 4. Determine resources needed 5. Prioritize operations 6. Seek Ministry approvals 7. Work Commences	To meet the legal requirements and remove remaining liability To prepare the site for possible future use	contamination.
FORESHORE COMMERCIAL Is foreshore environment. Lead/Team – Chief Administrative Officer Manager, Park Operations Timeline – Q2 2019	LEASE – Effective foreshore managemer To obtain a commercial foreshore lease	Submit application for commercial foreshore lease Undertake survey of foreshore Work with Ministry staff to convert the foreshore lease	Increased compliance and oversight of foreshore Transfer between licence holders resolved.	Updated 2019/11/27 1. Application for commercial lease submitted mid 2019 – Approval will take up to two years. 2. Staff in discussions with Ministry staff



REPORT/RECOMMENDATION TO BOARD

DATE:

November 27, 2019

FILE: 0550

SUBMITTED BY:

Erica Lee, Manager of Finance

SUBJECT:

2019 Third Quarter Financial Report

PURPOSE:

To provide the Board with an update on financial results for the Third Quarter of 2019.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the Third Quarter Financial Report for information.

DISCUSSION:

The financial results for the Third Quarter of 2019 are being provided to the Board for information and circulation. Included with this report is a consolidated balance sheet listing the assets and liability of Cultus Lake Park, a consolidated income statement and income statements for each business unit. The income statements provide some additional information for variances though it is not exhaustive. Further information regarding specific variances can easily be provided as requested by the Board or public.

With the close of the Third Quarter, Cultus Lake Park is currently in an overall surplus position of \$998,624 as a result of the recently completed summer high season where the majority of campground and parking revenues are received. As shown by the statements, most revenues have been fully received at this point and park operating expenses and completion of some capital projects remain for 2019. This surplus position also reflects the recording of all transfer to reserves and funding from reserves for those capital costs incurred to date.

STRATEGIC PLAN:

This report does not impact the Board's Strategic Plan Initiative.

Prepared by:

Approved for submission to the Board:

Erica Lee, CPA, CMA

Manager of Finance

Bonny Bryant

Chief Administrative Officer

CULTUS LAKE PARK 2019 Financial Report Balance Sheet for Period Ending September 30, 2019

<u>ASSETS</u>	
Cash	\$ 954,225
Investments	7,081,593
Accounts Receivable	118,326
Prepaid Accounts and Inventory	150,793
Capital Assets (net)	 2,390,507
TOTAL ASSETS	\$ 10,695,444
LIABILITIES	
Accounts Payable	\$ 441,797
Payroll Liabilities	35,680
Capital Lease Liability	46,741
Deferred Revenue	387,152
Performance Bonds & Refundable Deposits	79,385
Landfill Closure Liability	908,610
Equity in Capital Assets	2,343,766
Operating Fund Surplus	740,349
Restricted Reserve Funds	 4,713,340
TOTAL LIABILITIES	\$ 9,696,820
CURRENT YEAR SURPLUS	\$ 998,624

CONSOLIDATED INCOME STATEMENT

		2019 Actual	۸n	2019 nual Budget		Variance	Variance %	Variance Comments
	_	Actual	An	nuai buuget		\$	/0	Variance Comments
REVENUE	-				,			
Sunnyside Campground	\$	2,957,936	\$	2,819,480	\$	138,456	4.9%	
Park Patrol (Bylaw Enforcement)		200		3,500		(3,300)	-94.3%	
Visitor Services (Cabins)		153,384		190,087		(36,703)	-19.3%	
								FVRD contribution for capital projects
Volunteer Fire Department		247,998		305,620		(57,622)	-18.9%	are invoiced in Q4
Public Works		844		-		844	0.0%	
Commercial Leases		540,226		564,770		(24,544)	-4.3%	
Residential Leases		722,111		728,025		(5,914)	-0.8%	
General Administration		61,547		42,500		19,047	44.8%	
Community Hall		7,653		11,790		(4,137)	-35.1%	
Foreshore lease		41,421		48,300		(6,879)	-14.2%	
Public Areas		637,699		692,500		(54,801)	-7.9%	
Community Events Committee		49,954		51,050		(1,096)	-2.1%	
	\$	5,420,973	\$	5,457,622	\$	(36,649)	-0.7%	
<u>EXPENDITURES</u>								
Promotion and Special Events	\$	67,461	Ś	76,770	Ś	9,309	12.1%	
Bank, Credit Card and Interest Charges	•	95,983	•	77,550	•	(18,433)	-23.8%	
Commissioners Indemnities		42,326		54,680		12,354	22.6%	
Community Policing		-		10,000		10,000	100.0%	
Grounds Maintenance		103,802		138,500		34,698	25.1%	
Information Systems		56,098		43,900		(12,198)	-27.8%	
Inspections, Permits and Fees		4,762		11,750		6,988	59.5%	
Insurance		128,763		164,650		35,887	21.8%	
Janitorial		33,843		37,700		3,857	10.2%	
Office, Telephone and Sundry		222,143		246,300		24,157	9.8%	
Professional Fees		584,644		821,400		236,756		Legal, Accounting, Contact Services
Repairs and Maintenance		226,575		253,265		26,690	10.5%	
Roads and Parking		29,176		43,300		14,124	32.6%	
				4,700			-8.6%	
Security Sentia and Source Systems		5,105				(405)		
Septic and Sewer Systems		116,347		128,110		11,763		Sewer System - FVRD
Water Systems		2,356		177,730		175,374	30.6%	Water System - FVRD
Travel and Conferences		27,725		39,930		12,205		
Utilities		132,286		195,575		63,289	32.4%	
Waste Disposal		121,218		181,715		60,497	33.3%	
Waterfront Maintenance		6,387		15,000		8,613	57.4%	
Wages and Benefits		1,599,489		2,028,179		428,690	21.1%	
TOTAL OPERATING & WAGES AND BENEFITS	\$	3,606,489	\$	4,750,704	\$	1,144,215		
Capital Purchases		1,301,677		2,224,245		922,568	41.5%	
Transfer from Reserve for Capital Purchases		(1,096,839)		(2,003,665)		(906,826)	45.3%	
Transfer from Accumulated Surplus		(158,713)		(309,250)		(150,537)	48.7%	
Transfer to Reserves		769,735		773,835		4,100	0.5%	
	\$	4,422,349	\$	5,435,869	\$	1,013,520		
NET CONTRIBUTION TO PARK	\$	998,624	\$	21,753	\$	976,871		

SUNNYSIDE CAMPGROUND

	_	2019 Actual	Anı	2019 nual Budget	Variance \$	Variance %	Variance Comments
REVENUE							
1011004000 SS Seasonal Waterfront Lots	\$	477,367	\$	475,300	\$ 2,067	0.4%	
1011004001 SS Seasonal View Lots		170,213		169,750	463	0.3%	5 Seasonal Sites Converted to Full
1011004002 SS Seasonal Regular Lots		898,618		919,700	(21,082)	-2.3%	hook up sites for 2019 season
1011004003 SS Overnight Full Hook Up		491,458		440,600	50,858	11.5%	
1011004004 SS Overnight No Hook Up		206,751		182,050	24,701	13.6%	
1011004005 SS Overnight View Lots		79,536		75,400	4,136	5.5%	
1011004006 SS Overnight Waterfront Lots		106,951		98,080	8,871	9.0%	
1011004011 SS Group Area A & B		31,837		28,000	3,837	13.7%	
1011004016 SS Milfoil Revenue		5,600		5,600		0.0%	
1011004017 SS WIFI		3,867		2,500	1,367	54.7%	
1011004050 Sunnyside Store Sales		156,474		135,000	21,474	15.9%	
1011004015 Parking/Miscellaneous Revenue		317,870		281,000	36,870	13.1%	
1011004910 SS Laundromat		5,320		4,500	820	18.2%	
1011004950 Promotional Items Sales		6,074		2,000	4,074	203.7%	
	\$	2,957,936	\$	2,819,480	\$ 138,456	4.9%	
EXPENDITURES							
1021005000 Advertising	\$	11,703	\$	13,450	\$ 1,747	13.0%	
1021005300 Building Maintenance/Materials	•	14,747	53.63	22,500	7,753	34.5%	
1021005375 Contract Services		156,519		189,000	32,481	17.2%	Security Services
1021005400 Conferences/Meetings		-		3,330	3,330	100.0%	,
1021003 100 Comercines) Meetings				3,000	5,555	200,070	IT Services and Rez Expert
1021005500 Data Processing		15,493		22,400	6,907	30.8%	Software Charges
1021005700 Education & Training		132		4,500	4,368	97.1%	oortinar o ortangeo
1021005800 Equipment Maintenance		9,294		5,500	(3,794)	-69.0%	
1021005820 Equipment Fuel		338		450	112	24.9%	
1021005900 Garbage Collection & Recycling		40,378		53,500	13,122	24.5%	
1021006000 Ground Maintenance Materials		46,138		50,000	3,862	7.7%	
1021006100 Commercial Insurance		18,046		23,300	5,254	22.5%	
1021006200 Vehicle Insurance		748		-	(748)	0.0%	
1021006300 Janitorial Contracts/Supplies		18,260		18,000	(260)	-1.4%	
1021006450 Professional Fees		10,200		150	150	100.0%	
1021006500 Licences & Permits		142		1,550	1,408	90.8%	
1021006600 Membership Dues & Subscriptions		240		-	(240)	0.0%	
1021006800 Office Supplies & Expenses		4,263		4,400	137	3.1%	
1021006810 Bank Charges/ Cash Short (Over)		888		900	12	1.3%	
1021006812 Point of Sales Fees		62,310		52,000	(10,310)	-19.8%	
TOZIOGOZZ I OIII OI GUICO I CCO		02,010		02,000	(10,010)	201070	Higher than expected Store Sales
							leading to move inventory
1021006817 Retail Cost of Goods Sold		90,555		67,500	(23,055)	-34.2%	purchased
1021006822 Office Furniture		160		500	340	68.0%	P
1021007000 Printing Expense		2,225		5,000	2,775	55.5%	
1021007100 Public Relations		1,030		3,840	2,810	73.2%	
1021007200 Roads & Parking Maintenance		2,754		8,000	5,246	65.6%	
1021007300 Vandalism Repairs		623		2,000	1,377	68.9%	
1021007400 Security Systems & Supplies		2,521		2,000	(521)	-26.1%	
1021007500 Sewer & Septic System Maintenance		112,004		121,630	9,626	7.9%	FVRD Sewer Fees
1021007625 Shop Supplies/Small Tools		2,577		2,500	(77)	-3.1%	
1021007700 Special Events		4,914		12,080	7,166	59.3%	
10210077800 Telephone		12,272		12,500	228	1.8%	
1021007800 Telephone 1021007900 Travel Expense		149		1,200	1,051	87.6%	
1021008000 Propane & Natural Gas		6,594		12,250	5,656	46.2%	
1021008005 Hydro Consumption		71,775		97,000	25,225	26.0%	
1021008020 Water				167,900	167,900	100.0%	FVRD Water Fees
1021008020 Water 1021008100 Vehicle Maintenance		656		-	(656)	0.0%	Vehicle new to Sunnyside for
1021008100 Vehicle Maintenance		129		_	(129)	0.0%	2019 Fiscal Year
1021008130 Vehicle Fdei 1021008201 Signage		423		500	77	15.4%	2323 1 1300. 7001
TOTTOGOTOT SIPLIAPE		723		500		23.170	

	2019	2019	Variance	Variance	
	Actual	Annual Budget	\$	%	Variance Comments
1021008300 Water System Maintenance	2,357	3,000	643	21.4%	
1021008600 Management Salaries	48,256	68,850	20,594	29.9%	
1021008700 Staff Wages - Gatehouse	153,651	175,400	21,749	12.4%	
1021008701 Staff Wages - Custodian	70,099	86,700	16,601	19.1%	
1021008705 Staff Wages - Ground Maintenance	67,229	85,975	18,746	21.8%	
1021008710 Staff Wages - Store	30,479	28,375	(2,104)	-7.4%	
1021008800 Employee Benefits	52,438	71,770	19,332	26.9%	
1021008825 Uniforms & Clothing Allowance	1,755	1,300	(455)	-35.0%	
1021009000 Capital Purchases	197,003	603,150	406,147	67.3%	
1021009800 Transfer to Reserves	264,200	266,600	2,400	0.9%	
1021009805 Transfer from Reserve Capital Purchases	(197,003)	(603,150)	(406,147)	67.3%	
1021009810 Transfer from Accumulated Surplus	(12,500)	(12,500)	-	0.0%	
1021009998 Overhead Expenses	207,147	276,800	69,653	25.2%	
1021009999 Allocated Services	111,153	148,220	37,067	25.0%	
	\$ 1,707,264	\$ 2,181,820	\$ 474,556		
NET CONTRIBUTION TO (FROM)	\$ 1,250,672	\$ 637,660 \$	\$ 613,012		

PARK PATROL-BYLAW ENFORCEMENT

	 2019 Actual	Anı	2019 nual Budget	٧	/ariance \$	Variance %	Variance Comments
REVENUE							Summer Bylaw Tickets to be
1011254675 Bylaw Enforcement Fines	\$ 200	\$	3,500	\$	(3,300)	-94.3%	posted in Q4
EXPENDITURES							
1021255300 Building Maintenance Materials	\$ 356	\$	1,000	\$	644	64.4%	
1021255375 Contract Services	177,721		231,750		54,029	23.3%	Bylaw and Policing Contracts
							Increased costs due to set-up of
1021255500 Data Processing	4,289		1,000		(3,289)	-328.9%	new bylaw and police office.
1021255700 Education & Training	-		500		500	100.0%	
1021255800 Equipment Maintenance	668		2,850		2,182	76.6%	
1021256100 Commercial Insurance	5,075		6,800		1,725	25.4%	
1021256200 Vehicle Insurance	670		-		(670)	0.0%	
1021256500 Licences & Permits	352		400		48	12.0%	
							Increased costs due to set-up of
1021256800 Office Supplies & Expenses	3,330		1,200		(2,130)	-177.5%	new bylaw and police office.
1021257000 Printing Expense	460		750		290	38.7%	
1021257100 Public Relations	100		500		400	80.0%	
1021257400 Security Systems & Supplies	721		500		(221)	-44.2%	
1021257800 Telephone	928		9,500		8,572	90.2%	
1021258000 Propane & Natural Gas	624		825		201	24.4%	
1021258100 Vehicle Maintenance	269		-		(269)	0.0%	
1021258130 Vehicle Fuel	200		-		(200)	0.0%	
1021258700 Staff Wages	40,520		0 -		(40,520)	0.0%	
1021208800 Employee Benefits	4,729		-		(4,729)	0.0%	
1021208825 Uniforms & Clothing Allowance	101		-		(101)	0.0%	
1021259000 Capital Purchases	66,551		75,000		8,449	11.3%	Bylaw Office Renovations
1021259800 Transfer to Reserves	2,000		2,000		-	0.0%	
1021259805 Transfer from Reserve Capital Purchases	(25,000)		(40,000)		(15,000)	37.5%	
1021259810 Transfer from Accumulated Surplus	(35,000)		(36,850)		(1,850)	5.0%	
1021259998 Overhead Expenses	(223,317)		(297,755)		(74,438)		
1021259999 Allocated Services	32,649		43,530		10,881	25.0%	
	\$ 58,996	\$	3,500	\$	(55,496)		
NET CONTRIBUTION TO (FROM)	\$ (58,796)	\$	-	\$	(58,796)		

VISITOR SERVICES & CABINS

			2019 Actual		2019 Annual Budget		Variance \$		Variance %	Variance Comments
REVE	<u>NUE</u>									
										Income lower as cabins are no longer rented out long term in
	1011504400 C	abin Rentals	\$	147,336	\$	185,087	\$	(37,751)	-20.4%	the low season
	1011504900 M	Miscellaneous Revenue		6,048		5,000		1,048	21.0%	
			\$	153,384	\$	190,087	\$	(36,703)		
EXPE	NDITURES									
	1021505000 A	dvertising	\$	1,484	\$	1,400	\$	(84)	-6.0%	
	1021505300 B	uilding Maintenance Materials		2,657		4,975		2,318	46.6%	
										Increased costs due to
										renovations at the visitor
	1021505500 D	ata Processing		2,356		1,500		(856)	-57.1%	services office.
	1021505700 E	ducation & Training		-		400		400	100.0%	
	1021505800 E	quip & Material Replacement		6,636		7,900		1,264	16.0%	
	1021506000 G	rounds Maintenance Materials		-		3,170		3,170	100.0%	
	1021506100 C	ommercial Insurance		6,925		8,400		1,475	17.6%	
	1021506300 Ja	anitorial Contracts/Supplies		1,399		3,200		1,801	56.3%	
	1021506301 Li	inens		2,844		3,000		156	5.2%	
										4169 Columbia Valley Hwy -
	1021506800 O	ffice Supplies & Expenses		3,453		650		(2,803)	-431.2%	Property taxes
	1021506810 B	ank Charges/Point of Sales Fees		7,083		5,100		(1,983)	-38.9%	
	1021506817 R	etail Cost of Goods Sold		-		800		800	100.0%	
	1021507000 Pi	rinting Expense		-		250		250	100.0%	
	1021507100 P	ublic Relations		50		500		450	90.0%	
	1021507200 R	oads & Parking Maintenance		-		300		300	100.0%	
	1021507400 Se	ecurity Systems & Supplies		318		-		(318)	0.0%	
	1021507500 Se	ewer & Septic System Maintenance		2,195		4,860		2,665	54.8%	FVRD Sewer Fees
	1021507800 Te	elephone/Cable		3,005		3,700		695	18.8%	
	1021508000 Pi	ropane & Natural Gas		1,375		1,850		475	25.7%	
	1021508005 H	ydro Consumption		7,405		7,800		395	5.1%	
	1021508020 W	<i>l</i> ater		-		5,120		5,120	100.0%	FVRD Water Fees
	1021508700 St	taff Wages - Visitor Services		37,939		49,969		12,030	24.1%	
	1021508800 Er	mployee Benefits		3,908		6,050		2,142	35.4%	
										Purchase of 4169 Columbia
		apital Purchases		493,689		486,835		(6,854)	-1.4%	Valley Hwy
	1021509800 Tr	ransfer to Reserves		19,650		19,650		-	0.0%	
		ransfer from Reserve Capital Purchases		(480,480)		(486,835)		(6,355)	1.3%	
		ransfer from Accumulated Surplus		(3,500)		(6,025)		(2,525)	41.9%	
	1021509999 A	llocated Services		29,544		39,390		9,846	25.0%	
			\$	149,935	\$	173,909	\$	23,974		
	N	ET CONTRIBUTION TO (FROM)	\$	3,449	\$	16,178	\$	(12,729)		

VOLUNTEER FIRE DEPARTMENT

		2019 Actual	An	2019 nual Budget	١	/ariance \$	Variance %	Variance Comments
REVENUE								
1013004600 Local Services Revenue VFD CL	\$	31,720	\$	38,490	\$	(6,770)	-17.6%	
								Recoveries for Capital purchases will be invoiced to FVRD during
1013004601 Fire Protection Agreements		48,027		98,880		(50,853)	-51.4%	Q4
1013004605 Residential Lease Revenue VFD		168,251		168,250		1	0.0%	
	\$	247,998	\$	305,620	\$	(57,622)		
EXPENDITURES								
1023005000 Advertising	\$	-	\$	500	\$	500	100.0%	
1023005300 Building Maintenance Materials		2,423		4,320		1,897	43.9%	
1023005500 Data Processing		713		2,000		1,287	64.4%	
1023005700 Education & Training		13,767		35,000		21,233	60.7%	
1023005800 Firefighting Equipment Fuel & Maintenance		16,214		26,800		10,586	39.5%	
1023005820 Equipment Fuel		225		-		(225)	0.0%	
1023005850 Fire Protection Equip Annual Testing		8,672		10,000		1,328	13.3%	
1023006000 Grounds Maintenance Materials		0,072		500		500	100.0%	
1023006100 Commercial Insurance		7,075		6,000		(1,075)	-17.9%	
1023006200 Commercial insurance		3,114		3,850		736	19.1%	
		5,114				1,000	100.0%	
1023006300 Janitorial Contracts/Supplies		913		1,000 700		-	-30.4%	
1023006600 Membership Dues & Subscriptions						(213)		
1023006800 Office Supplies & Expenses		965		1,200		235	19.6%	
1023007100 Public Relations		48		500		452	90.4%	
1023007400 Security Systems & Supplies		385		450		65	14.4%	E1 100 C
1023007500 Sewer & Septic System Maintenance		537		540		3	0.6%	FVRD Sewer Fees
1023007600 Shop Supplies		187		1,000		813	81.3%	
1023007625 Small Tools		231		1,000		769	76.9%	
1023007655 Medical Supplies		1,878		3,700		1,822	49.2%	
1023007800 Telephone		6,753		8,250		1,497	18.1%	
1023008000 Propane & Natural Gas		1,084		1,800		716	39.8%	
1023008005 Hydro Consumption		2,696		3,500		804	23.0%	
1023008010 Cable		-		1,300		1,300	100.0%	
1023008020 Water		-		570		570	100.0%	FVRD Water Fees
1023008100 Vehicle Maintenance		9,109		10,000		891	8.9%	
1023008130 Vehicle Fuel		1,375		2,000		625	31.3%	
1023008600 Mgmt. Salaries - Fire Chief		3,022		5,600		2,578	46.0%	
1023008700 Staff Wages - VFD		49,322		57,220		7,898	13.8%	
1023008760 EHT/WCB Expense		1,889		3,140		1,251	39.8%	
1023008825 Uniforms & Clothing Allowance		2,008		2,000		(8)	-0.4%	
1023009000 Capital Purchases		241,530		251,170		9,640	3.8%	
1023009800 Transfer to Reserves		53,400		53,400		-	0.0%	
1023009805 Transfer from Reserve Capital Purchases		(192,741)		(202,690)		(9,949)	4.9%	
1023009999 Allocated Services		6,975		9,300		2,325	25.0%	
	\$	243,769	\$	305,620	\$	61,851		
NET CONTRIBUTION TO (FROM)	\$	4,229	\$		\$	4,229		
ssborron to (thom)	Υ	1,223	Υ		~	.,		

PUBLIC WORKS

		2019 Actual	An	2019 mual Budget	١	/ariance \$	Variance %	Variance Comments
REVENUE								
1014004900 Miscellaneous Revenue	\$	844	\$	-	\$	844	0.0%	Sale of Vehicles
<u>EXPENDITURES</u>								
1024005300 Building Maintenance Materials	\$	4,078	\$	6,000	\$	1,922	32.0%	Waylender De Danishamant
1024005375 Contract Services		360		5,000		4,640	92.8%	WorkSafeBC Requirement - OH&S program.
1024005400 Conferences/Meetings		67		2,400		2,333	97.2%	
1024005500 Data Processing		60		1,000		940	94.0%	
1024005700 Education & Training		231		2,000		1,769	88.5%	
1024005800 Equipment Maintenance		7,666		11,100		3,434	30.9%	
1024005820 Equipment Fuel		3,707		3,570		(137)	-3.8%	
1024005900 Garbage Collection & Recycling		5,974		7,000		1,026	14.7%	
1024006000 Grounds Maintenance Materials		3,374		3,030		3,030	100.0%	
1024006100 Grounds Maintenance Materials 1024006100 Commercial Insurance		8,650		11,400		2,750	24.1%	
1024006200 Vehicle Insurance		13,608		19,900		6,292	31.6%	
A THE STATE OF THE		15,006		500000000000000000000000000000000000000		450	100.0%	
1024006500 Licences & Permits		-		450 750		750	100.0%	
1024006600 Membership Dues & Subscriptions		1 400					0.7%	
1024006800 Office Supplies & Expenses		1,490		1,500		10		Dust Control
1024007200 Roads & Parking Maintenance		17,323		23,000		5,677	24.7%	Dust Control
1024007400 Security Systems & Supplies		642		750		108	14.4%	EVED Course Food
1024007500 Sewer & Septic System Maintenance		537		540		3	0.6%	FVRD Sewer Fees
1024007600 Shop Supplies		7,597		10,200		2,603	25.5%	
1024007625 Small Tools		2,611		3,500		889	25.4%	
1024007650 Safety Supplies		1,429		3,500		2,071	59.2%	
1024007800 Telephone		4,889		3,800		(1,089)	-28.7%	
1024008000 Propane & Natural Gas		4,592		5,950		1,358	22.8%	
1024008005 Hydro Consumption		3,071		4,080		1,009	24.7%	Water State of the Control of the Co
1024008020 Water		-		570		570	100.0%	FVRD Water Fees
1024008100 Vehicle Maintenance		21,742		25,500		3,758	14.7%	
1024008130 Vehicle Fuel		16,138		19,000		2,862	15.1%	
1024008600 Management Salaries		63,472		84,000		20,528	24.4%	
1024008700 Staff Wages - Supervisor		55,472		64,040		8,568	13.4%	
1024008701 Staff Wages - Custodian		40,225		86,410		46,185	53.4%	
1024008710 Staff Wages - Public Works		355,914		451,480		95,566	21.2%	
1024008800 Employee Benefits		122,979		182,400		59,421	32.6%	
1024008825 Uniforms & Clothing Allowance		1,440		1,600		160	10.0%	One time annual allowance
								High allotment of budget spent
1024009000 Capital Purchases		86,961		94,070		7,109	7.6%	to prepare for high season.
1024009800 Transfer to Reserves		115,000		115,000		-	0.0%	•
1024009805 Transfer from Reserve Capital Purchases		(86,961)		(94,070)		(7,109)	7.6%	
1024009810 Transfer from Accumulated Surplus		-		(9,600)		(9,600)	100.0%	
1024009998 Overhead Expenses		(235,989)		(314,650)		(78,661)	25.0%	
1024009999 Allocated Services		(627,126)		(836,170)		(209,044)	25.0%	
	\$	17,849		(000)270)	\$	(17,849)		
NET CONTRIBUTION TO (FROM)	\$	(17,005)	Ś	-	\$	(17,005)		
co	-	,_,,000/	*			, , , , , , , , ,		

COMMERCIAL LEASES

	2019		2019	1	Variance	Variance	
	 Actual	An	nual Budget		\$	<u>%</u>	Variance Comments
VENUE							
1015004200 Commercial Leases	\$ 502,835	\$	526,870	\$	(24,035)	-4.6%	
1015004201 CL- Public Works	6,804		8,300		(1,496)	-18.0%	
1015004202 CL - Bylaw Enforcement	24,285		29,600		(5,315)	-18.0%	
1015004900 Miscellaneous Revenue	6,302		-		6,302	0.0%	Insurance Proceeds
	\$ 540,226	\$	564,770	\$	(24,544)		
PENDITURES .							
1025005300 Building Maintenance Materials	\$ 7,449	\$	6,500	\$	(949)	-14.6%	
1025005300 Restoration Lakeside	42,064		-		(42,064)	0.0%	Insurance Claim
1025005375 Contract Services	2,675		-		(2,675)	0.0%	
1025005900 Garbage Collection & Recycling	9,356		13,680		4,324	31.6%	
1025006000 Grounds Maintenance Materials	611		2,800		2,189	78.2%	
1025006100 Commercial Insurance	20,625		27,000		6,375	23.6%	
							FVRD Sewer Fees - Plaza
1025007500 Sewer & Septic System Maintenance	537		-		(537)	0.0%	Washroom
1025008000 Propane & Natural Gas	631		500		(131)	-26.2%	
1025008005 Hydro Consumption	3,692		5,120		1,428	27.9%	
1025008020 Water	-		-		-	0.0%	
1025008201 Signage	321		1,200		879	73.3%	
1025009000 Capital Purchases	70,621		333,600		262,979	78.8%	
1025009800 Transfer to Reserves	158,255		158,255		-	0.0%	
1025009805 Transfer from Reserve Capital Purchases	(15,583)		(276,500)		(260,917)	94.4%	
1025009810 Transfer from Accumulated Surplus	(55,038)		(57,100)		(2,062)	3.6%	
1025009998 Overhead Expenses	152,319		203,690		51,371	25.2%	
1025009999 Allocated Services	56,364		75,150		18,786	25.0%	
	\$ 454,899	\$	493,895	\$	38,996		
NET CONTRIBUTION TO (FROM)	\$ 85,327	\$	70,875	\$	(14,452)		

RESIDENTIAL LEASES

	 2019 Actual	Ann	2019 ual Budget	١	/ariance \$	Variance %	Variance Comments
<u>VENUE</u>							
1016004100 Residential Leases	\$ 614,660	\$	614,655	\$	5	0.0%	
1016004101 RL - Bylaw Enforcement	85,072		85,070		2	0.0%	
1016004110 Delinquent Fees	2,561		5,300		(2,739)	-51.7%	
1016004700 Lease Services	19,750		23,000		(3,250)	-14.1%	
1016004900 Miscellaneous Revenue	68		-		68	0.0%	
	\$ 722,111	\$	728,025	\$	(5,914)		
<u>ENDITURES</u>							
1026005900 Garbage Collection & Recycling	\$ 57,543	\$	100,535	\$	42,992	42.8%	
1026006100 Commercial Insurance	4,400		5,800		1,400	24.1%	
1026008005 Hydro Consumption	18,111		35,900		17,789	49.6%	
1026009800 Transfer to Reserves	7,230		7,230		-	0.0%	Milfoil
1026009998 Overhead Expenses	231,429		309,140		77,711	25.1%	
1026009999 Allocated Services	 212,469		283,290		70,821	25.0%	
	\$ 531,182	\$	741,895	\$	210,713		
NET CONTRIBUTION TO (FROM)	\$ 190,929	\$	(13,870)	\$	204,799		

GENERAL ADMINISTRATION

		2019		2019	V	ariance	Variance	
	-	Actual	Anı	nual Budget		\$	<u>%</u>	Variance Comments
ENUE								
1017004800 Interest Earned	\$	58,455	\$	40,000	\$	18,455	46.1%	
1017004900 Miscellaneous Revenue/Encroachment	- 6	2,522		2,000	9%	522	26.1%	
1017004915 Dog Licenses		570		500		70	14.0%	
	\$	61,547	\$	42,500	\$	19,047		
<u>ENDITURES</u>								
1027005000 Advertising	\$	4,551	\$	4,500	\$	(51)	-1.1%	
1027005100 Accounting & Auditing Fees		1,155		17,825		16,670	93.5%	
1027005175 Board Level Expenses		10,616		17,000		6,384	37.6%	
1027005300 Building Maintenance Materials		2,396		3,000		604	20.1%	
1027005375 Contract Services		43,807		78,575		34,768	44.2%	
1027005400 Conferences/Meetings		26,633		31,000		4,367	14.1%	
								Unexpected upgrades necessary causing higher than expected
1027005500 Data Processing		33,187		16,000		(17,187)	-107.4%	spending.
1027005700 Education & Training		3,069		5,000		1,931	38.6%	
1027005800 Equipment Maintenance		200		1,000		800	80.0%	
1027006100 Commercial Insurance		9,627		13,200		3,573	27.1%	
1027006200 Vehicle Insurance		1,594		2,000		406	20.3%	
1027006400 Legal Fees		76,045		149,000		72,955	49.0%	
1027006450 Professional Fees		41,526		49,500		7,974	16.1%	
1027006600 Membership Dues & Subscriptions		2,065		3,700	2	1,635	44.2%	
1027006800 Office Supplies & Expenses		10,748		17,000		6,252	36.8%	
1027006812 Bank Charges/Point of Sale Fees		11,353		13,000		1,647	12.7%	
1027006815 Postage & Courier		3,584		4,000		416	10.4%	
1027006820 Equipment Leases		10,472		15,000		4,528	30.2%	
1027006822 Office Furniture		-		4,000		4,000	100.0%	
1027006900 Recruitment Expenses		425		-		(425)	0.0%	
1027007000 Printing Expense		237		1,000		763	76.3%	
1027007100 Public Relations		4,018		4,000		(18)	-0.5%	
1027007400 Security Systems & Supplies		520		1,000		480	48.0%	
1027007500 Sewer & Septic System Maintenance		537		540		3	0.6%	FVRD Sewer Fees
1027007700 Special Events - CWFPP		125		5,000		4,875	97.5%	
1027007800 Telephone		8,793		8,000		(793)	-9.9%	
1027007900 Travel Expense		876		2,000		1,124	56.2%	
1027008000 Propane & Natural Gas		938		1,700		762	44.8%	
1027008005 Hydro Consumption		3,177		3,500		323	9.2%	
1027008020 Water		-		570		570	100.0%	FVRD Water Fees
1027008100 Vehicle Maintenance/Fuel		442		800		358	44.8%	
1027008500 Commissioners Indemnity		42,326		54,680		12,354	22.6%	
1027008600 Management Salaries		85,190		116,500		31,310	26.9%	
1027008601 Finance Salaries		99,406		135,430		36,024	26.6%	
1027008001 Thance Salaries 1027008710 Staff Wages - DPO		45,249		61,200		15,951	26.1%	

	 2019 Actual	2019 al Budget	Variance \$	Variance %	Variance Comments
1027008715 Staff Wages - Admin / CSR	79,408	109,150	29,742	27.2%	
1027008800 Employee Benefits	83,388	93,620	10,232	10.9%	
1027009000 Capital Purchases	3,609	3,870	261	6.7%	
1027009800 Transfer to Reserves	65,000	65,000	-	0.0%	
1027009805 Transfer from Reserve Capital	(3,609)	(3,870)	(261)	6.7%	
1027009810 Transfer from Accumulated Surplus	(52,675)	(119,175)	(66,500)	55.8%	
1027009998 Overhead Expenses	(619,458)	(828,945)	(209,487)	25.3%	
1027009999 Allocated Services	(88,026)	(117,370)	(29,344)	25.0%	
	\$ 52,524	\$ 42,500 -	\$ 10,024		
NET CONTRIBUTION TO (FROM)	\$ 9,023	\$ - 1	\$ 9,023		

COMMUNITY HALL

	 2019 Actual	Aı	2019 nnual Budget	٧	ariance \$	Variance %	Variance Comments
REVENUE							
1018004920 Community Hall Rentals	\$ 7,653	\$	11,790	\$	(4,137)	-35.1%	Annual Users of the Hall are invoiced in Q4
EXPENDITURES							
1028005300 Building Maintenance Materials	\$ 520	\$	3,500	\$	2,980	85.1%	
1028006000 Grounds Maintenance Materials	-		2,000		2,000	100.0%	
1028006100 Commercial Insurance	5,600		7,400		1,800	24.3%	
1028007800 Telephone	172		200		28	14.0%	
1028008000 Propane & Natural Gas	1,028		1,700		672	39.5%	
1028008005 Hydro Consumption	1,052		1,500		448	29.9%	
1028009000 Capital Purchases	-		25,000		25,000	100.0%	
1028009800 Transfer to Reserves	10,000		10,000		-	0.0%	
1028009805 Transfer from Reserve Capital Purchases	-		(25,000)		(25,000)	100.0%	
1028009810 Transfer from Accumulated Surplus	-		(1,000)		(1,000)	100.0%	
1028009998 Overhead Expenses	21,339		28,480		7,141	25.1%	
1028009999 Allocated Services	15,195		20,260		5,065	25.0%	
	\$ 54,906	\$	74,040	\$	19,134		
NET CONTRIBUTION TO (FROM)	\$ (47,253)	\$	(62,250)	\$	14,997		

FORESHORE LEASE

	2019		2019	V	ariance	Variance	
	Actual	An	nual Budget		\$	%	Variance Comments
REVENUE							
1018504900 Miscellaneous Revenue	\$ 510	\$	_	\$	510	0.0%	
1018504930 Foreshore Lease Agreement	_		3,100		(3,100)	-100.0%	
1018504936 Boat Mooring - Public Areas/VS	40,911		45,200		(4,289)	-9.5%	
	\$ 41,421	\$	48,300	\$	(6,879)		
<u>XPENDITURES</u>							
1028505800 Equipment Maintenance	\$ -	\$	1,500	\$	1,500	100.0%	
1028505820 Equipment Fuel	82		800		718	89.8%	
1028505850 Floats & Buoys	2,511		10,000		7,489	74.9%	
1028506000 Grounds Maintenance Materials	26,366		22,000		(4,366)	-19.8%	
1028506000 Foreshore Issues - Erosion Project	9,379		20,000		10,621	53.1%	
1028506100 Commercial Insurance	10,650		14,200		3,550	25.0%	
1028506200 Vehicle Insurance	82		100		18	18.0%	
1028506500 Licences & Permits	1,050		4,200		3,150	75.0%	
1028507000 Printing Expense	-		150		150	100.0%	
1028508100 Vehicle Maintenance	-		200		200	100.0%	
1028508200 Foreshore Maintenance (Wharfs)	6,388		15,000		8,612	57.4%	
1028508201 Signage	840		1,000		160	16.0%	
1028509000 Capital Purchases	19,466		17,500	-	1,966	-11.2%	
1028509800 Transfer to Reserves	5,000		5,000		-	0.0%	
1028509805 Transfer from Reserve Capital Purchases	(19,466)		(17,500)		1,966	-11.2%	
1028509810 Transfer from Accumulated Surplus	-		(32,000)		(32,000)	100.0%	
1028509998 Overhead Expenses	155,310		207,680		52,370	25.2%	
1028509999 Allocated Services	62,334		83,110		20,776	25.0%	
	\$ 279,992	\$	352,940	\$	72,948		
	\$ (238,571)	\$	(304,640)	\$	66,069		

PUBLIC AREAS

	 2019 Actual	An	2019 nual Budget	'	/ariance \$	Variance %	Variance Comments
VENUE							
1019004700 Tree Removal Fees	\$ 11,250	\$	1,500	\$	9,750	650.0%	
1019004900 Miscellaneous Revenue	15,167		15,000		167	1.1%	
1019004904 Donations	5,838		-		5,838	0.0%	
1019004910 Pay Parking - Lions & Waterpark	605,444		676,000		(70,556)	-10.4%	
	\$ 637,699	\$	692,500	\$	(54,801)		
PENDITURES							
1029005300 Building Maintenance Materials	\$ 3,279	\$	6,000	\$	2,721	45.4%	
1029005350 Community Policing	-		10,000		10,000	100.0%	
1029005355 Main Beach Events Grant	12,000		12,000		-	0.0%	Annual Grant to CEAC
1029005360 Commemorative Benches	-		1,900		1,900	100.0%	
1029005375 Contract Services	57,714		70,600		12,886	18.3%	Lions Parking/Sign Inventory
1029005800 Equipment Maintenance	807		1,000		193	19.3%	
1029005900 Garbage Collection & Recycling	7,968		7,000		(968)	-13.8%	
1029006000 Grounds Maintenance Materials	21,308		35,000		13,692	39.1%	
1029006010 General Maintenance	13,032		16,000		2,968	18.6%	
1029006100 Commercial Insurance	12,275		15,300		3,025	19.8%	
1029006300 Janitorial Contracts/Supplies	11,340		12,500		1,160	9.3%	
1029006810 Bank Charges	272		450		178	39.6%	
1029006812 Point of Sale Fees	14,964		7,000		(7,964)	-113.8%	
1029006820 Equipment Leases	24,038		10,200		(13,838)	-135.7%	Lions Parking Meter Lease
1029007000 Printing Expense	-		500		500	100.0%	
1029007200 Roads & Parking Maintenance	9,099		12,000		2,901	24.2%	Lot Grading/Dust Control
1029007300 Vandalism Repairs	1,139		2,500		1,361	54.4%	
1029008005 Hydro Consumption	4,441		7,900		3,459	43.8%	
1029008201 Signage	6,634		5,000		(1,634)	-32.7%	
1029009000 Capital Purchases	122,246		334,050		211,804	63.4%	
1029009800 Transfer to Reserves	70,000		70,000		-	0.0%	
1029009805 Transfer from Reserve Capital Purchases	(75,996)		(254,050)		(178,054)	70.1%	
1029009810 Transfer from Accumulated Surplus	-		(35,000)		(35,000)	100.0%	
1029009998 Overhead Expenses	311,220		415,560		104,340	25.1%	
1029009999 Allocated Services	188,469		251,290		62,821	25.0%	
	\$ 816,249	\$	1,014,700	\$	198,451		
NET CONTRIBUTION TO (FROM)	\$ (178,550)	\$	(322,200)	\$	143,650		

Community Events Committee

		2019 Actual	An	2019 nual Budget	٧	/ariance \$	Variance %	Variance Comments
REVENUE								
								Proceeds - Cultus Lake Day
1019504900 Miscellaneous Revenue	\$	10,004	\$	5,250	\$	4,754	90.6%	& Brick Purchases
1019504902 Public Areas - Contribution		12,000		12,000		-	0.0%	
1019504903 General Admin - Contribution		15,000		15,000		-	0.0%	
1019504996 Grants/Sponsorship		12,950		18,800		(5,850)	-31.1%	Cultus Lake Day Sponsorship
	\$	49,954	\$	51,050	\$	(1,096)		
<u>KPENDITURES</u>								
1029505375 Contract Services	\$	27,122	\$	30,000	\$	2,878	9.6%	
1029506800 Office Supplies & Misc Expenses		224		850		626	73.6%	
1029507700 Special Events CEAC - Cultus Lake Days		24,993		11,300		(13,693)	-121.2%	
1029507700 Special Events CEAC - Elvis		1,000		1,000			0.0%	
1029507700 Special Events CEAC - Movie Nights		1,344		1,000		(344)	-34.4%	
1029507700 Special Events CEAC - Christmas Event		101		5,200		5,099	98.1%	
Special Events CEAC	:	27,438		18,500		(8,938)	-48.3%	
1029509800 Transfer to Reserves		_		1,700		1,700	100.0%	
	\$	54,784	\$	51,050	-\$	3,734		
	\$	(4,830)	\$	-	\$	(4,830)		



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE:

November 27, 2019

FILE: 0550-70

SUBMITTED BY:

Erica Lee

Chief Financial Officer

SUBJECT:

2019 Lions Parking Third Quarter Report

PURPOSE:

To provide the Board with an overview of parking revenue for the Third Quarter of 2019.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the 2019 Lions Parking Third Quarter Report for information.

DISCUSSION:

Parking revenue, net of GST, for the Third Quarter totaled \$422,486. This is an increase of approximately \$45,500 over parking revenue for the Third Quarter of 2018. In the Third Quarter, as seen in Table 1, parking revenue totaled \$422,486 and net parking revenue totaled \$378,400. This is an increase of more than \$48,000 over net parking revenue for the Third Quarter of 2018.

Parking revenue, net of GST, Year to Date totals \$590,098 which is an increase of \$90,089 or 18% over 2018. The tables below show the Third Quarter remittance statements (1), revenue (2), expenses (3) and net revenue (4).

STRATEGIC PLAN:

This report does not impact the Board's Strategic Plan Initiative.

Prepared by:

Approved for submission to the Board:

Erica Lee, CPA, CA Chief Financial Officer

Chief Administrative Officer



Net of Tax	GST	TOTAL
39,835.90	1,991.80	41,827.70
382,650.54	19,132.53	401,783.07
422,486.45	21,124.32	443,610.77
	39,835.90 382,650.54	39,835.90 1,991.80 382,650.54 19,132.53

Expenses	Net of Tax	GST/PST	TOTAL
Bank Fee's	139.19	-	139.19
CC Processing	12,742.19	-	12,742.19
Meter Supplies	46.34	5.56	51.90
Communication	2,490.00	298.80	2,788.80
Meter Waranty	630.00	75.60	705.60
Meter Lease	3,596.22	431.55	4,027.77
Management Fee*	23,256.27	1,162.81	24,419.08
Service Fee*	918.71	45.94	964.64
Miscellaneous+	269.00	16.53	285.53
Total Expenses	44,087.91	2,036.79	46,124.70

*GST Only			
Net Revenue	378,398.53	19,087.54	397,486.07

Table 2 -

Revenues											
Mith	Revenue 2012	Revenue 2013	Revenue 2014	Revenue 2015	Revenue 2016	Revenue 2017	Revenue 2018	Revenue 2019			
Jan	90.25	260.35	1,516.30	1,509.34	1,762.80	1,489.00	1,166.50	3,918.55			
Feb	350.05	426.05	450.30	3,006.75	2,020.05	1,770.30	2,411.25	1,332.80			
Mar	597.15	2,313.35	2,212.45	4,091.15	4,318.85	3,390.30	6,327.80	15,916.20			
Apr	1,601.15	1,654.35	5,466.90	6,938.95	13,041.15	9,140.45	13,879.00	12,959.65			
May	7,035.90	9,523.30	12,358.50	23,075.65	22,309.45	51,080.85	46,410.05	42,969.90			
Jun	5,883.10	22,691.80	25,974.95	58,514.40	36,773.60	58,267.90	59,045.15	98,875.92			
Jul .	39,709.60	74,766.95	83,087.40	80,558.25	126,468.55	189,066.40	212,401.10	183,729.72			
Aug	44,937.55	41,068.65	80,697.25	83,659.65	169,123.20	187,968.95	148,324.05	218,821.40			
Sep	9,868.60	12,130.05	24,618.10	19,902.40	28,815.70	64,541.25	35,045.35	41,059.65			
0ct	1,449.90	3,473.90	2,822.35	3,445.15	5,904.00	6,446.95	6,052.80				
Nov	162.95	599.20	1,151.15	786.20	1,036.65	663.05	2,379.90				
Dec	107.10	387.50	862.75	694.05	525.25	1,095.55	1,791.00				
Total	111,793.30	169,295.45	241,218.40	286,181.94	412,099.25	574,920.95	535,233.95	619,603.79			

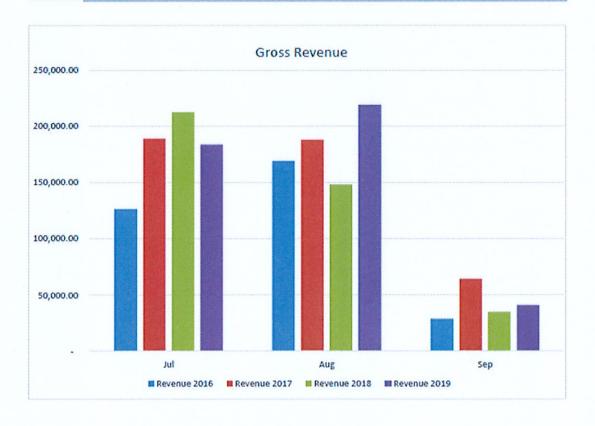


Table 3 -

E				

Mth	Expense 2012	Expense 2013	Expense 2014	Expense 2015	Expense 2016	Expense 2017	Expense 2018	Expense 2019
Jan	2,106.56	1,574.78	2,442.99	2,568.48	2,593.55	904.17	2,290.07	2,871.72
Feb	2,106.77	1,591.53	1,964.64	2,731.99	2,630.86	941.07	2,369.52	2,853.60
Mat	2,111.09	1,780.48	2,139.92	2,857.34	2,867.56	1,118.62	2,663.48	3,644.02
Apr	2,108.92	1,815.17	2,976.40	3,177.56	5,565.25	1,722.73	3,640.50	4,756.79
May	2,543.83	2,806.17	4,236.65	6,727.68	4,871.93	6,264.79	5,393.68	6,578.19
Jun	2,298.49	4,370.31	7,118.91	9,778.97	4,878.78	6,733.90	6,977.74	10,201.82
Jul	5,721.64	9,825.34	13,137.00	13,082.18	18,925.36	16,018.94	21,125.57	15,219.55
Aug	6,803.44	8,864.26	13,960.42	14,037.87	20,759.76	25,042.07	19,095.63	20,109.44
Sep	3,388.28	3,900.67	6,870.67	6,892.82	7,892.87	15,182.08	9,070.22	10,795.71
Oct	1,886.26	2,589.65	3,318.57	3,230.28	2,056.23	4,505.68	4,304.80	
Nov	1,582.42	2,025.75	2,583.90	2,552.14	976.66	2,436.78	2,937.25	
Dec	1,559.35	1,957.88	2,504.30	2,486.91	809.39	2,273.67	2,749.02	
Total	34,217.05	43,101.96	63,254.34	70,124.19	74,828.19	83,144.49	82,617.48	77,030.84

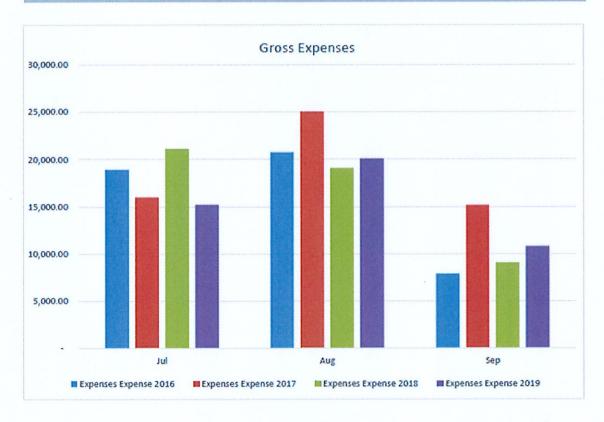
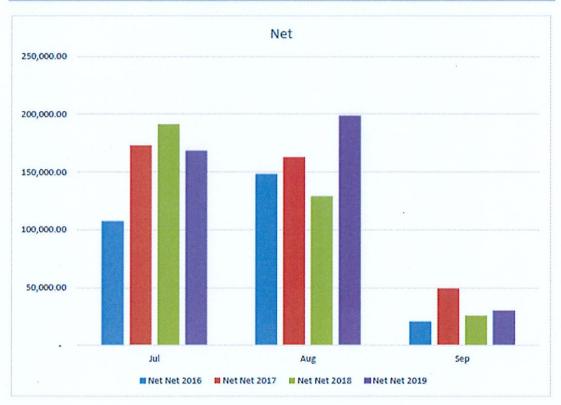


Table 4 -

	Net .												
Mth	Net 2012		Net 2013		Net 2014	Net 2015		Net 2016	N	et 2017		Net 2018	Net 2019
Jan	- 2,016.31		1,314.43	-	926.69	- 1,059.14	-	830.75		584.83		1,123.57	1,046.83
Feb	- 1,756.72	٠	1,165.48		1,514.34	274.76		610.81		829.23		41.73	- 1,520.80
Mat	- 1,513.94		532.88		72.53	1,233.82		1,451.29	a facilitatin bath	2,271.68		3,664.32	12,272.18
Apr	- 507.77	٠	160.82		2,490.50	3,761.40		7,475.90		7,417.72		10,238.50	8,202.86
May	4,492.07		6,717.13		8,121.85	16,347.97		17,437.53	apang mere	44,816.06		41,016.37	36,411.71
Jun	3,584.61		18,321.49		18,856.05	48,735.43		31,894.82		51,534.00		52,067.41	88,674.10
Jul	33,987.96		64,941.62		69,950.40	67,476.07		107,543.20		173,047.46		191,275.53	168,510.17
Aug	38,134.11		32,204.39		66,736.84	69,621.78		148,363.44		162,926.88		129,228.42	198,711.96
Sep	6,480.32		8,229.39		17,747.43	13,009.58		20,922.83		49,359.17		25,975.13	30,263.94
Oct	- 436.36		884.25	-	496.22	214.88		3,847.77		1,941.27		1,748.00	
Nov	- 1,419.47		1,426.55	•	1,432.75	- 1,765.94		60.00	•	1,773.73	•	557.35	
Dec	- 1,452.25		1,570.38	-	1,641.55	- 1,792.86	-	284.14		1,178.12		958.02	
Total	77,576.26		126,193.49		177,964.06	216,057.75		337,271.07		491,776.46		452,616.47	542,572,95





CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE:

November 27, 2019

FILE: 0550-70

SUBMITTED BY:

Dave Driediger,

Manager of Park Operations

SUBJECT:

2019 Public Works Third Quarter Report

PURPOSE:

To provide the Board with an update on Public Works projects completed during the Third Quarter of 2019.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the 2019 Public Works Third Quarter Report for information.

DISCUSSION:

The following list summarizes various tasks and projects completed by Public Works staff over the Third Quarter of 2019.

Commercial Leases:

- Buildings/grounds/parking lot maintenance 18 days labour
- Daily garbage pickup 8 days labour
- Daily washroom service 31 days labour
- Vandalism repairs 2.5 day labour

Community Hall:

- Building/grounds maintenance 2.5 day labour
- Janitorial service and rental set up 12 days labour

Foreshore:

- Buoy and swim line maintenance 12 days labour
- Wharf/weir maintenance 35.5 days labour
- Wharf/swim line vandalism repairs 1.5 days labour

Park Office:

- Building maintenance 1.5 days labour
- Grounds maintenance 7 days labour

Public Areas:

- Daily litter/garbage pickup 41 days labour
- Daily parking lot opening 5 days labour
- Daily washroom service 72 days labour
- Building/structure maintenance 7 days labour
- Float beach 7.5 days labour
- Grounds maintenance/tree care/lawn care 57.5 days labour
- Main Beach drainage improvements 9.5 days labour
- Vandalism repairs 5 days
- Roads/parking lots/signage/lighting maintenance 22 days labour
- Weekly garbage pickup and cleanup/inspection of playgrounds, docks, catch basins and community notice boards - 20 days labour

Public Works:

- Administration/purchasing/safety/staff meetings 32.5 days labour
- Equipment maintenance 4 days labour
- · Vehicle maintenance 3 days labour
- Yard/building/janitorial maintenance 12 days labour

Fire Hall:

- Administration/emergency response/inspections 3.5 days labour
- Building/janitorial/equipment maintenance 2.5 days labour

Residential Leases:

- Grounds/tree maintenance/debris cleanup 3.5 days labour
- Road maintenance/grading/line painting 12.5 days labour

Sunnyside Campground:

- Building maintenance 10 days labour
- Janitorial service 5 days labour
- Lawn/tree maintenance 3.5 days labour
- Misc. maintenance work orders 9 days labour
- Roads/parking 2.5 days labour
- Sewer repairs/maintenance 3.5 days labour
- Site maintenance 22 days labour
- Vandalism repairs 1.5 days labour
- Water system maintenance 3 days labour

Visitor Services/Cabins:

- Building maintenance 9 days labour
- By-weekly garbage pickup 1.5 days labour
- · Cabin work orders 3 days labour
- Janitorial service 6 days labour
- Lawn care 2 days labour

Weekend Work/Special Events:

Public Works staff - 61.5 days labour

STRATEGIC PLAN:

This report does not impact the Board's Strategic Plan Initiative.

Prepared by:

Approved for submission to the Board:

Dave Driediger

Manager of Park Operations

Bonny Bryant

Chief Administrative Officer



REPORT/RECOMMENDATION TO BOARD

DATE: November 27, 2019 **FILE:** 0550

SUBMITTED BY: Jacquie Spencer

Acting Manager of Visitor Services, Accommodations & Bylaw Enforcement

SUBJECT: 2019 Campground and Cabins Third Quarter Report

PURPOSE:

To provide the Board with an update on the Campground and Cabins operations for the third quarter of 2019.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the Campground and Cabins Third Quarter Report for information.

DISCUSSION:

This report provides a summary of the events and financial analysis of the revenue received for July, August and September 2019 compared to the same time period in 2018 for Sunnyside Campground and the Cabins at Cultus Lake Park.

Sunnyside Campground

The third quarter of 2019 generated approximately \$159,420 higher revenue compared to the same time period in 2018.

Sites including full hook-ups, no hookups, waterfront and view tenting are as follows: July decreased from 2018 - \$11,991
August increased from 2018 - \$46,276
September increased from 2018 - \$29,148

The miscellaneous revenue that is generated from site bookings (reservation fee, pets, extra adults and parking increased in 2019 by \$48,033. The increase is attributed to the software changes made with our reservation program to capture the guest parking. This revenue is more in align with the 2017 revenue when the PARC reservation system was used.

WIFI revenue decreased \$2,843 in 2019 compared to 2018. The only explanation is that people are not paying past the 1 hour per day free trial period, they are more prepared with downloading movies etc. prior to coming to the campground and/or they are accessing the hotspots within the campground.

Group Sites A & B saw an increase of \$5,252 in comparison to 2018. An increase of bookings was made in August and September.

Store revenue in the third quarter increased from 2018 by \$44,292. The increase is attributed to more operating days in 2019 then in 2018 due to reliable staff, consistency with available products and the sale of firewood due to no fire ban in 2019.

The partnership between Sunnyside Campground and the Cultus Lake Community School worked out very well. A variety of activities were offered two times per week from July through to the 16th of August. Tuesdays program ran from 2-7 pm and Thursdays from 3-8pm. This included set up and clean up time. Attendance at the activities ranged from 11 to 77 participants. Ages ranged from 3 to 13 years old with the 3-6-year-old and 8-9-year-old demographics being the most represented. For 2020, it was discussed with the Community School that the programs will operate in the mornings rather than the late afternoon, early evening timeframe.

Cultus Lake Cabins

The Cabins revenue for the third quarter was down from 2018 by \$2,252 July 2019 was approximately \$18,950 higher in revenue than in 2018. August 2018 saw a decrease from August 2018 in the amount of \$11,970. September 2019 was \$9,235 lower than in 2018. Weather is believed to be the main factor in the decrease in Cabin rental especially in September with a high volume of rain. Some traffic could have also been lost due to the new Maple Bay Cabin rentals.

Many positive comments were received over the summer with the new renovations to the Cabins.

STRATEGIC PLAN:

Accommodations & Bylaw Enforcement

This report does not impact the Cultus Lake	Park Board's Strategic Plan Initiative.
Prepared by:	Approved for submission to the Board:
John	B. Bryant.
Jacquie Spencer Acting Manager of Visitor Services,	Bonny Bryant Chief Administrative Officer



REPORT/RECOMMENDATION TO BOARD

DATE: November 27, 2019 **FILE:** 0550

SUBMITTED BY: Jacquie Spencer

SUBJECT: 2019 Bylaw Compliance & Enforcement Third Quarter Report

PURPOSE:

To provide the Cultus Lake Park Board with an update on Bylaw Compliance and Enforcement throughout the Park for the third quarter of 2019.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the Bylaw Compliance and Enforcement Third Quarter Report for information.

DISCUSSION:

The following is a breakdown of statistics relating to bylaw compliance and enforcement and security activities from July 1 to September 30, 2019.

Zone 1 – Sunnyside Campground gatehouse area, full hook-up, seasonal sites and group sites

Zone 2 – Sunnyside Campground overnight tenting and Sunnyside Campground beach

Zone 3 – Residential areas, Commercial areas, Park Office, Columbia Valley Highway

Zone 4 – Main Beach, Cabins, Community Hall, Parameter Road.

2019 Statistics	Zones 1 & 2	Zone 3 & 4	<u>Total</u>
Verbal Warnings	654	623	1277
Written Warnings	254	226	480
Incidences	1161	0	1161
Fines	13	20	33
Tows	2	2	4
Written Evictions	9	0	9
RCMP	20	6	26
Emergency Medical Services	10	0	6

STRATEGIC PLAN:

This report does not impact the Cultus Lake Park Board's Strategic Plan Initiative.

Prepared by:

Jacquie Spencer Acting Manager of Visitor Services, Accommodations & Bylaw Enforcement Approved for submission to the Board:

Bonny Bryant Chief Administrative Officer

Cultus Lake Park



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE:

November 27, 2019

FILE: 0550

SUBMITTED BY:

Warren Mazuren

Fire Chief

SUBJECT:

2019 Fire Department Third Quarter Report

PURPOSE:

To provide the Board with information on the activities of the Cultus Lake Volunteer Fire Department for the months of July, August, and September of 2019.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the 2019 Fire Department Third Quarter report for information.

BACKGROUND:

The Third Quarter of 2019 was about average in call volume then last year's Third Quarter.

There were 16 calls in July, 19 calls in August, and 15 calls in September of 2019.

Rescue 1 was put into service and has been well received by the membership.

The CLVFD continued with maintenance training as required by the Playbook.

Engine 1-1 had the Mobile CAD unit installed and in operation during this Quarter.

The CLVFD had all of its SCBA's tested and passed as part of their annual inspection.

The CLVFD had one calls on note this quarter:

On Sept 30th at approximately 6:30 pm on training night a call came in as a trailer fire in Cultus Lake Estates. Due to the timing of the call, members were able to attend quite quickly and the damage was contained to a single trailer in the park. No civilian or firefighter injuries were reported.

All Natural Gas appliance need to be serviced annually. If you smell rotten eggs exit the premises and call 911 immediately.

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trategic Plan Initiative.
Approved for submission to the Board:
Bonny Bryant Chief Administrative Officer
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CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE:

November 27, 2019

FILE: 0870

SUBMITTED BY:

Katrina Craig, Lease Administrator

SUBJECT:

Lease Assignments | Third Quarter 2019

PURPOSE:

To provide the Board with an update of the residential lease assignments and lease administration activity that occurred during the months of July through September.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the 2019 Lease Assignment Third Quarter report for information.

DISCUSSION:

During the Third Quarter of 2019, the Park processed the following: (7) family assignment and (10) residential assignments: lease transfers totaling (17) for the Quarter; and

(50) Requests for Title Searches for various reasons, such as: building permits, listings of houses for sale, builders draw on mortgages and personal banking or purchases; and

(7) Mortgage Refinances; (3) Mortgage Discharges; and (1) Certificate of Pending Litigation.

STRATEGIC PLAN:

This report does not impact the Board's Strategic Plan Initiative.

DATE OF ASSIGNMENT:

JULY 3, 2019

PROPERTY:

625 MOUNTAIN VIEW ROAD, CULTUS LAKE BC V2R 4Z5

SALE PRICE:

\$555,000

DATE OF ASSIGNMENT:

JULY 12, 2019

PROPERTY:

342 BALSAM STREET, CULTUS LAKE BC, V2R 4Y8

SALE PRICE:

\$200,000 (FAMILY TRANSFER)

DATE OF ASSIGNMENT:

JULY 12, 2019

PROPERTY:

292 HEMLOCK STREET, CULTUS LAKE, BRITISH COLUMBIA

SALE PRICE:

\$800,000

DATE OF ASSIGNMENT:

JULY 19, 2019

PROPERTY:

144 FIRST AVENUE, CULTUS LAKE BC V2R 4Y9

SALE PRICE:

N/A FAMILY TRANSFER

DATE OF ASSIGNMENT:

JULY 30, 2019

PROPERTY:

414 MAPLE STREET, CULTUS LAKE BRITISH COLUMBIA V2R 4Z3

SALE PRICE:

\$500,000

DATE OF ASSIGNMENT:

JULY 31, 2019

PROPERTY:

127 FIRST AVENUE, CULTUS LAKE BC V2R 4Y5

SALE PRICE:

N/A - FAMILY TRANSFER

DATE OF ASSIGNMENT:

AUGUST 9, 2019

PROPERTY:

358 PINE STREET, CULTUS LAKE BC V2R 4Y9

SALE PRICE:

N/A FAMILY TRANSFER

DATE OF ASSIGNMENT:

AUGUST 19, 2019

PROPERTY:

4 LAKESHORE DRIVE, CULTUS LAKE BC V2R 4Z9

SALE PRICE:

N/A FAMILY TRANSFER

DATE OF ASSIGNMENT:

AUGUST 20, 2019

PROPERTY:

116 FIRST AVENUE, CULTUS LAKE BC V2R 4Y4

SALE PRICE:

N/A FAMILY TRANSFER

DATE OF ASSIGNMENT:

SEPTEMBER 3, 2019

PROPERTY:

286 HEMLOCK STREET CULTUS LAKE BC V2R 4Y7

SALE PRICE:

\$910,000

DATE OF ASSIGNMENT:

SEPTEMBER 6, 2019

PROPERTY:

608 MOUNTAIN VIEW ROAD, CULTUS LAKE BC V2R 4Z5

SALE PRICE:

\$795,500

DATE OF ASSIGNMENT:

SEPTEMBER 9, 2019

PROPERTY:

301 SECOND AVENUE, CULTUS LAKE BC V2R 4Y5

SALE PRICE:

N/A FAMILY TRANSFER

DATE OF ASSIGNMENT:

SEPTEMBER 10, 2019

PROPERTY:

226 FIRST AVE CULTUS LAKE BC V2R 4Y4

SALE PRICE:

N/A FAMILY TRANSFER

DATE OF ASSIGNMENT:

SEPTEMBER 12, 2019

PROPERTY:

259 FIRST AVENUE, CULTUS LAKE BC V2R 4Z3

SALE PRICE:

\$650,000

DATE OF ASSIGNMENT:

SEPTEMBER 16, 2019

PROPERTY:

19 LAKESHORE DRIVE, CULTUS LAKE BC V2R 4Z9

SALE PRICE:

\$875,000

DATE OF ASSIGNMENT:

SEPTEMBER 18, 2019

PROPERTY:

335 BALSAM STREET, CULTUS LAKE BC V2R 4Y8

SALE PRICE:

\$447,500

DATE OF ASSIGNMENT:

SEPTEMBER 27, 2019

PROPERTY:

447 FIRST AVENUE, CULTUS LAKE, BC, V2R 4Y4

SALE PRICE:

\$1,335,000

STRATEGIC PLAN:

This report does not impact the Board's Strategic Plan Initiative.

Prepared by:

Katrina Craig 🗸

Lease Administrator

Approved for submission to the Board:

Bonny Bryant

Chief Administrative Officer







CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: November 27, 2019 **FILE:** 0550

SUBMITTED BY: Bonny Bryant

Chief Administrative Officer

SUBJECT: Cultus Lake Park Board - Strategic Plan 2018-2022

PURPOSE:

To provide the Cultus Lake Park Board with the final version of the Strategic Plan 2018-2022 for the Board's endorsement and authorization for release to the public for posting on the Cultus Lake Park website.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve the "Cultus Lake Park Board Strategic Plan 2018-2022" document and authorize its release to the public and its posting on the Cultus Lake Park Website.

DISCUSSION:

In April, 2019 Cultus Lake Park Board Commissioners and senior staff came together to discuss the Board's goals for the future. This identification of goals and priorities led to the development of a new Strategic Plan for Cultus Lake Park which is attached for the Board's review and endorsement.

As noted in the Chair's message in the report, "The Cultus Lake Park Board Strategic Plan 2018-2022 clearly sets out the Board's direction and priorities. This planning provides strategic direction for Cultus Lake Park, as we move forward in a sustainable, effective and efficient way."

The strategic priorities identified are as follows:

- Build a Sustainable Path Forward
- Continuously Improve the Customer Experience
- Strengthen our Community Connections
- Preserve the Natural Beauty of Cultus Lake Park

STRATEGIC PLAN:

The attached Strategic	: Plan 2018	3-2022 will	determine	the priorities	and future	direction for	Cultus I	_ake
Park.								

Approved for submission to the Board:

Bonny Bryant Chief Administrative Officer

Cultus Lake Park Board STRATEGIC PLAN

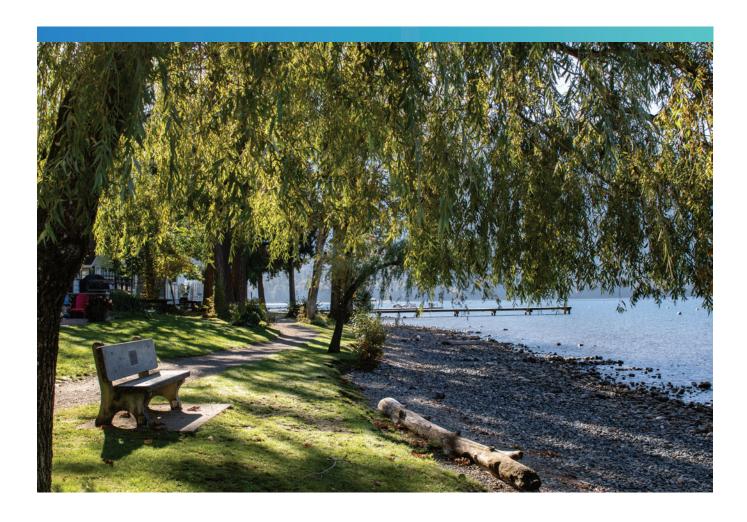
2018 - 2022





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Our Mission

To provide, preserve and advocate for the long-term prosperity of the Cultus Lake community and natural environment.

Our Mandate

Ours to Protect and Preserve.



Message from Joe Lamb, Cultus Lake Park Board Chair

Cultus Lake Park is the gem of the Fraser Valley. There is natural beauty around every bend – including the sparkling clean lake; hiking trails with spectacular views; lush green forests; and, at the heart of it all, the warm, friendly and welcoming nature of the people who make up our community. It is all of this that makes Cultus Lake Park one of the best places in the world to live, work and play.

It is the role of the Cultus Lake Park Board to provide governance to the community, which includes more than 1,500 residential leaseholders, 21 commercial businesses and Sunnyside Campground, with close to 600 campsites.

The Park Board is accountable for the protection and preservation of the 640 acres of park land surrounding a stretch of beach on the eastern shores of the lake. The provision of residential services and the infrastructure necessary to support the homes and commercial businesses is mandated by the Park Board and is funded by its annual capital and operating budgets. It is our honour to act as the governing body for Cultus Lake Park, serving the people of this community. We take this responsibility very seriously and are committed to supporting our residents, businesses, campers and visitors.

The Cultus Lake Park Board Strategic Plan 2018 - 2022 clearly sets out our direction and priorities. This planning provides strategic direction for Cultus Lake Park, as we move forward in a sustainable, effective and efficient way.

Since our last Strategic Plan in 2017, we have achieved a great deal including the establishment of Community Policing, the completion of a parking review, a review on erosion, revisions of the Cultus Lake Park Act, as well as popular community events such as Cultus Lake Day, Party in the Plaza, Movie Nights, the establishment of the Cultus Lake Farmers' Market and Cultus Lake Christmas that are held throughout the year.

We live in a time of exceptional change and challenges, and Cultus Lake Park is not immune to this. Cultus Lake Park grows more popular with visitors every year. We have an aging infrastructure that must be updated – or in some cases, replaced. Climate change is a serious threat with an increased concern over forest fires and other environmental issues. All of these must be addressed in a timely and strategic way. This Strategic Plan will support us in doing that.

We continue to be focused on building a positive internal culture at Cultus Lake Park and expanding our connection with you, our community. This plan also addresses how we can increase community engagement in multiple areas. Cultus Lake Park is a very special place because of our engaged, active and interested community members. We are grateful for your input, feedback and ideas on how we can work together to improve Cultus Lake Park.

Joe Jamp



Message from Bonny Bryant, Chief Administrative Officer

The magic of Cultus Lake Park is unique. I felt this when I came on board in 2015, and I feel it every day that I have the pleasure and honour to lead this great organization. Each year brings new challenges, opportunities and a chance to learn more about the people of this wonderful community.

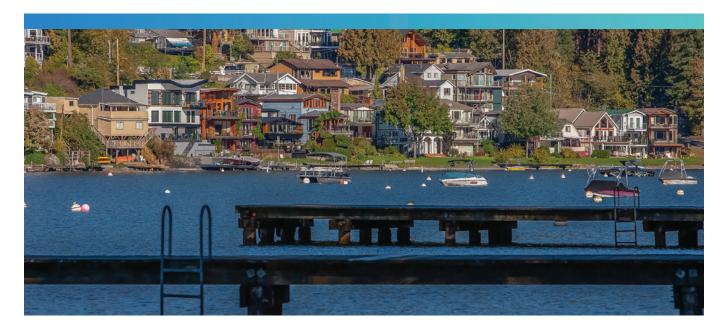
Park staff often do their work behind the scenes. It can be difficult work, often done under pressure – such as during a snowstorm or when dealing with a high potential for forest fires because of hot, dry weather. It can be challenging work to ensure that the infrastructure runs smoothly for our residential and commercial leaseholders, Sunnyside Seasonal Campers and, of course, the more than one million visitors that the area sees each summer. The people who come to work at Cultus Lake Park each day bring their best. They are dedicated, smart, skilled and they care about Cultus Lake. I am proud to call them my colleagues and my friends.

I am grateful to work with a board that respects and acknowledges the work that the Cultus Lake Park staff does - a board that leans in, steps up and embraces new approaches and ideas and that allows us to do our jobs, to make sure that the Park runs effectively and efficiently.

We are excited about the strategic priorities that are outlined in this plan and about increasing engagement with you, our community, as we bring each initiative to life.

B. Bryant.

THF PI AN



A Strategic Plan is an important document for a community. It acts as a blueprint for future policy and budget decisions and identifies long-term goals and immediate areas of attention that will guide our Board of Commissioners in their decision-making process. It is our road map for the term of the board.

This plan provides the foundation for the Cultus Lake Park Board in moving forward, knowing that, as a community, we are working together. We are focused on clearly defined goals and measurements of our progress, and we have a shared vision for the Park.

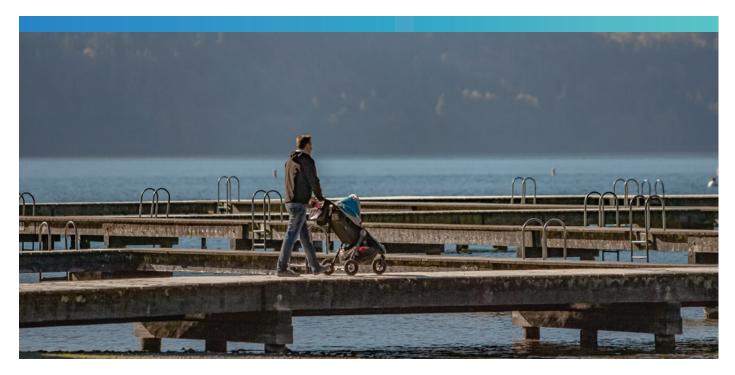
In mid-2019, Cultus Lake Park Board Commissioners came together with the senior Park staff to discuss Cultus Lake Park Board's goals for the future. Led by a facilitator, we shared ideas on how to continue to support the Cultus Lake Park community and the area's abundant natural resources – today and tomorrow.

This Strategic Plan identifies the Board's priorities and provides the ability to measure and track our progress and report back to you. The details contained in this plan will be linked to monthly agendas, departmental work plans and the annual budget, as well as to key performance indicators that will demonstrate what we have achieved at identified milestones.

The most effective strategic plans are dynamic and evolving; they are always a work-in-progress. New opportunities and challenges will emerge throughout the time frame of this document and, in this plan, the Cultus Lake Park Board has made the accommodation to be flexible in order to respond to necessary changes in direction.

We have a process in place to review the Strategic Plan quarterly. You will see the progress we have achieved to date and an outline of what we are planning, going forward. This is done so that the Board can report to the community regarding the implementation of the initiatives outlined in the plan and to demonstrate the progress that has been made throughout the year.

BUILDING A LEGACY AS A COMMUNITY



At Cultus Lake Park, we are in a time of rapid change. We are dealing with a growing population, aging public facilities, a changing climate and an evolving economy. The future – our future – will be determined by how we respond to and shape change in our community.

Some of the most pressing and impactful forces include:

- Growth in short-term rentals;
- An aging resident population;
- Visitor growth; and
- A shift to a more permanent (vs. seasonal) resident community.

This is an important time for Cultus Lake Park. In order for us to maintain the special culture of the Park, it is crucial for us to plan for the long term and to be realistic in what needs to be done so that we keep Cultus Lake Park as a great place to live, work and play.

Doing what is best in the long term does not always align with what is the most expedient or profitable in the short term. In building for tomorrow, we must be willing to make sacrifices today. We will need to dig in and think more creatively and entrepreneurially than we have in the past. In addition, we must establish deeper and new relationships where we can align our interests and secure our viability – and our ability to thrive – in the years to come.

PROGRESS TO DATE



Since our last strategic planning process in 2017, there has been substantial progress made in many areas. They include:

2017_

- Residential leases were digitized.
- A parking inventory was completed.
- A parking consultant's report was completed.
- A report was made to the Board based on the parking consultant's report.
- The public was asked for feedback on the parking report.
- The public feedback was presented to the Board.
- The bulletin boards were renewed.
- A strategic communications plan was developed and approved by the Board.
- Buoys were mapped out and visually represented.
- A public meeting with community feedback regarding the buoys was held.
- A manager of marketing and events was hired.

2018_

- A media policy was drafted and approved by the Board.
- The public was asked to provide feedback regarding short-term rentals.
- A consultant's report on short-term rentals was developed and received by the Board.
- The Cultus Lake Park Summer Farmers' Market was revived.

2019.

- The establishment of Community Policing.
- The completion of a parking review.
- A strategic communications plan was developed, approved and implemented.
- The completion of buoys mapping and GPS enforcement.
- The Cultus Lake Park Act was revised and updated.
- The erosion consultant's report was completed and reviewed by the Environment Planning Committee and will be considered by the Board in fall 2019.
- The Short-Term Vacation Rentals consultant's report is completed and the Board will consider this item in fall 2019.
- Residential Lease Version 5 will be considered by the Board in fall 2019.
- Multiple community events such as Cultus Lake Day, Party in the Plaza, Movie Nights and Cultus Lake Christmas are held throughout the year.
- A new Strategic Plan was developed.

STRATEGIC PRIORITIES

In the recent planning session attended by the Cultus Lake Park Board and senior Park staff, our strategic priorities were identified. They are:

Build a Sustainable Path Forward

We will use existing resources effectively and efficiently and be innovative in creating new approaches that support long-term resilience and liveability at Cultus Lake Park.

This includes:

- Government relations;
- Resource management; and
- Capital asset management.

Continuously Improve the Customer Experience

We will deliver a more accessible and consistent experience for our visitors and residents.

This includes:

- Short-term rentals, secondary suites, bed & breakfast, and home-based business regulations, and residential leases; and
- Digital customer experience.

Strengthen Our Community Connections

Working together, we will focus on understanding and achieving shared goals and effectively stewarding our community.

This includes:

- Village Plaza development; and
- · Community engagement.

Preserve the Natural Beauty of Cultus Lake Park

We will demonstrate leading practices to preserve and protect our abundant natural resources and wildlife.

This includes:

- Bylaw enforcement and Community Policing;
- Forest safety and management;
- Landfill capping; and
- Foreshore commercial lease.



BUILDING OUR STRATEGY

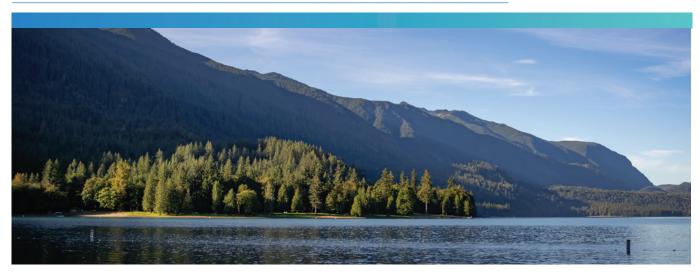


The strategic priorities will drive our work over the next three years. Each area has specific outcomes that have been defined and the results will be measured. Those results will be reported quarterly to the Board.

The Board and management team developed recommendations for this plan by reviewing the desired outcomes through a number of lenses. *They are:*

- Accurately frame the parameters of currently available resources;
- Deliver maximum impact on the Cultus Lake Park Mission and Mandate;
- Prioritize revenue generation/cost efficiencies;
- Focus on our stakeholders (residential and commercial leaseholders, Sunnyside Campers and visitors) and prioritize the largest impact over the specific needs of one group;
- Be informed by current and future realities;
- Assist in making decisions and strategically prioritizing initiatives; and
- Identify detailed success measures.

BUILD A SUSTAINABLE PATH FORWARD



GOVERNMENT RELATIONS

Cultus Lake Park is self-funded. Unlike municipalities, the Park Board does not have the ability to levy taxes. The maintenance and operation of Cultus Lake Park is supported by residential and commercial leases, revenue from Sunnyside Campground, and parking fees. There is no funding received from any level of government.

Objectives

- Foster stronger government relationships; and
- Identify new/additional avenues to generate revenue.

Priority Steps

- Initiate discussions with MLA and Fraser Valley Regional District; and
- Research other jurisdictions in BC and beyond to identify best practices and engage in dialogue to expand our knowledge base from those with in-depth knowledge in this area.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Establish government funding;
- A shift in sentiment and relationships with government stakeholders; and
- Ability to apply for grant funding.

Timeline

• Review progress Q2 2020.

- Board Chair
- Chief Administrative Officer

RESOURCE MANAGEMENT

The Cultus Lake Park Board and staff are dedicated to serving the community. They are committed to operational excellence and customer service, working to prioritize and address the multiple needs and requirements of the Park on a daily basis.

Objectives

- To evolve the operational "backbone" of the team, updating operating procedures, evaluating systems and digitizing practices; and
- Enabling the team to work more efficiently and to focus on higher-value tasks, support distributed decision-making, and build on continuous improvement.

Priority Steps

- Service operation procedures for finance/public works (codify process, calendar of activities);
- Better data collection:
- Asset management/maintenance plan;
- Efficiency study evaluate tensions, pilot new ways of working;
- Public works tool inventory;
- · Review job descriptions and update; and
- Review admin policies and update.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Improved productivity;
- Customer satisfaction;
- Employee engagement; and
- Employee retention and innovation.

Timeline

• Project to be initiated Q2 2021.

Lead Team

- Chief Administrative Officer
- All senior staff



CAPITAL ASSET MANAGEMENT

It is important to provide and plan for exceptional recreational, social and cultural amenities at Cultus Lake Park. In order to do this effectively, a capital asset plan that also addresses an aging infrastructure must be developed.



Objectives

- Undertake a review and inventory of our capital assets; and
- Develop a plan that incorporates assessment and replacements on a consistent basis.

Priority Steps

- Conduct inventory and draft an asset list (Park, Sunnyside Campground and commercial leaseholder units);
- Create a life expectancy plan;
- · Repair vs. replacement decisions; and
- Determine funding and budget required for a five to 10-year replacement schedule.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Reducing one-off costs overall, as inventory list can be referenced; and
- Decreasing "surprise" costs as assets reach end of life.

Timeline

• Project to be initiated Q1 2021.

- Manager, Park Operations
- · Manager, Finance

CONTINUOUSLY IMPROVE THE CUSTOMER EXPERIENCE



SHORT-TERM RENTALS, SECONDARY SUITES, BED & BREAKFAST, AND HOME-BASED BUSINESS REGULATIONS, AND RESIDENTIAL LEASES

Like many communities around the world, Cultus Lake Park is facing the impact of short-term rentals (STR), as well as dealing with an increase in requests for home-based businesses. These elements must be addressed in residential leases.

Objectives

- To establish guidelines and licensing requirements for STRs, secondary suites, bed & breakfasts, and home-based businesses; and
- Update to relevant bylaws.

Lease Update Priority Steps

- Finalize Version 5 residential lease update; and
- Transition leaseholders to Version 5 leases.

Short-Term Rentals, Secondary Suites, Bed & Breakfast, and Home-Based Business Regulations Priority Steps

- Develop a survey to gauge if residents want STRs, secondary suites, bed & breakfasts, and home-based businesses in the community;
- Provide results to Cultus Lake Park Board;
- Decision point for Board to move forward on STRs, secondary suites, bed & breakfasts, and home-based businesses:
- If Board decides to move forward:
 - Cultus Lake Park Board to review policy on STRs, secondary suites, bed & breakfasts, and home-based businesses;
 - Develop a Communications Plan for the rollout;
 - Plan rollout:
 - Draft bylaw regarding STRs, secondary suites, bed & breakfasts, and home-based businesses:
 - Engage the community and request public input;
 - Revise plan/bylaws based on public input;
 - Implementation; and
 - Enforcement.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Development of policies and procedures;
- Improved compliance rates;
- Reduction in parking issues created as a result of STRs, secondary suites, bed & breakfasts, and home-based businesses: and
- The creation of new revenue streams for Cultus Lake Park.

Timeline

- Lease Update Priority Steps completion Q4 2019
- STR, Secondary Suites, Bed & Breakfast, and Home-Based Business Regulations - project initiated Q3 2019.

- Lease Update Priority Steps Manager of Finance
- STR, Secondary Suites, Bed & Breakfast, and Home-Based Business Regulations - Manager of Visitor Services, Accommodation and Bylaw Enforcement

DIGITAL CUSTOMER EXPERIENCE



Service delivery is an integral part of Cultus Lake Park's operations, and technology and digital tools can play an increased role in this.

Objectives

- Increase information on website;
- Create the ability to book and pay for Sunnyside Campground sites online;
- Define and develop automated responses and segmentation for customer inquiries; and
- Develop the ability to pay fines online.

Priority Steps

- Business requirements discovery;
- Customer needs discovery;
- Existing vendor assessment of what can we buy/license; and
- Scope the project prioritized requirements, budget and time frames.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Decreasing volume of basic customer service inquiries;
- Increasing stakeholder/customer satisfaction;
- Delivering more effective resource allocation to high-value tasks, and
- Improved employee engagement.

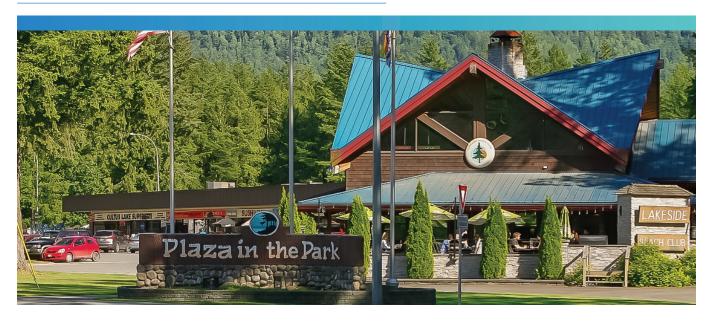
Timeline

• Project initiated Q3 2020.

Lead/Team

• Manager, Finance

STRENGTHEN OUR COMMUNITY



VILLAGE PLAZA DEVELOPMENT

As we consider the long-term prosperity of Cultus Lake Park, it is important that we address the lack of affordable housing alternatives and the new requirements in amenities to support a full-time community and growing number of summer visitors.

This plan proposes the first phase of land valuation and viability assessments to develop the Village Plaza site. One that would – if successful – be sensitively integrated and designed to maximize environmental, social and economic benefits, including new revenues for Cultus Lake Park.

Objective

• To research the potential for the redevelopment of the Village Plaza.

Priority Steps

- Appraise land and potential revenue streams;
- Request for Interest (RFI) for developer/ planner;
- Develop and determine options;
- Secure provisional high-level design options;
- Go/no-go decision; and
- · Community engagement plan.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Improvements in revenues through additional leases, parking fees and new sources;
- Affordable housing keeps families at Cultus Lake Park; and
- Improved well-being and sense of community.

Timeline

• Project to be initiated Q3 2021.

Lead/Team

• Chief Administrative Officer

COMMUNITY ENGAGEMENT



One of the fundamental promises made by the Cultus Lake Park Board is to continue to build community. This includes engaging the community, government and other stakeholders on many levels, proactively communicating, acting in a transparent manner, and building on the existing culture of collaboration and connection.

Objectives

- To continue to build community at Cultus Lake Park by developing productive and co-creative relationships with the people who live, work and play here, with all levels of government and with other stakeholders;
- To build on the foundation of regular and consistent communication;
- To act in a transparent manner;
- To create multiple opportunities and channels for community input and feedback to the Board and Park staff; and
- To create a positive, engaging workplace that inspires the Cultus Lake Park staff.

Priority Steps

- Identify communications needs;
- Develop project/initiative-specific communications plans; and
- Integrate communications plans/strategies into execution of initiatives, moving forward.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Sentiment from community on levels of trust;
- Successful completion of projects; and
- Employee engagement and well-being.

Timeline:

• Ongoing throughout the term of the Board.

- Board Chair
- Board Commissioners
- Chief Administrative Officer

PRESERVE THE NATURAL BEAUTY OF CULTUS LAKE PARK



BYLAW ENFORCEMENT AND COMMUNITY POLICING

Cultus Lake Park is a popular destination – along with residential leaseholders, people come from the Fraser Valley, the Lower Mainland and around the world to spend time at the Park and to enjoy the abundant natural resources of the area. The number of visitors each year continues to grow and there are serious concerns regarding the recreational capacity of Cultus Lake Park. Not only does this increase impact how visitors and residents use the Park, but it also has a serious impact on the ecological health and environment of the area.

In addition, there has been an increase in encroachments in the residential areas of the Park. An encroachment occurs when a leaseholder builds, creates or places something that reaches past their own property line and onto what is considered public property.

Ensuring that the community is compliant in following the bylaws requires education and enforcement. Bylaws are crucial in ensuring that Cultus Lake Park remains a safe, secure and comfortable place for everyone – visitors and locals alike.

Objectives

- To update bylaws;
- To bring in dedicated resources to provide oversight for Park bylaw compliance; and
- To engage the community in support of a greater compliance of Park bylaws.

Bylaws and Community Policing Priority Steps

- Update bylaw fines and fees;
- See approval from the Ministry of the Attorney General to be included in the Registry under the Bylaw Adjudication Act;
- Implementation of policies;
- Establish Community Policing office and adjudication;
- · Communications plan development; and
- Pilot over season, then optimize process, policy and prioritization.

Encroachments Priority Steps

- Undertake inventory of existing encroachments;
- Cultus Lake Park Board to develop policy regarding encroachments;
- Update bylaws; and
- Develop community engagement and communications plan regarding encroachments.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- A reduction in complaints and security incidents;
- An increase in voluntary compliance; and
- Greater consistency and equitable outcomes for encroachments and other enforcements.

Timeline

- Bylaw and Community Policing six-month pilot project completion Q3 2019; and
- Encroachments project initiated Q4 2019.

Lead/Team

 Manager, Visitor Services, Accommodations and Bylaw Enforcement

FOREST SAFETY AND MANAGEMENT



The heart of Cultus Lake Park is its abundant natural resources – the lake, the beaches and foreshore, the park, the trails and the forests. The health of our natural environment is critical to the community – now and in the future.

The Cultus Lake Park Board has made great strides in enhancing the health of the lake and these efforts will continue.

Objectives

- To clean up the forest floor; and
- To implement strong bylaw enforcement in order to reduce fire hazards, to protect habitat and improve the visitor experience.

Priority Steps

- Update the Cultus Lake Park Wildfire Protection Plan:
- Estimate the effort;
- Determine if support programs are available;
- Determine resource requirements (staff and external);
- Draft timeline for initial effort and ongoing tasks; and
- Resource initiatives and begin effort.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- A commitment to community and environmental safety;
- · Cleaner forest areas; and
- Reduced workload over time, as efforts required are for maintenance rather than focused on clean-up.

Timeline

• Project to be initiated Q3 2020.

- Manager, Park Operations
- Manager, Visitor Services, Accommodations and Bylaw Enforcement
- Cultus Lake Park Fire Chief
- Chief Administrative Officer

LANDFILL CAPPING

There are legal requirements to effectively cap the Cultus Lake Park landfill in order to isolate contents and avoid the spread of contamination.

Objective

• To make an informed decision based on information that comes out of the first phase of a development exploration for the Village Plaza, as to the viability of a sustainable development (repurposing excavation materials) for this initiative.

Priority Steps

- Review Ministry requirements;
- Hire consultant;
- Estimate fees for capping;
- Determine resources needed;
- Prioritize operations;
- · Seek Ministry approvals; and
- Work commences.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- To meet the legal requirements and remove remaining liability; and
- To prepare the site for possible future use.

Timeline

• Project to be initiated Q4 2021.

Lead/Team

• Manager, Park Operations

FORESHORE COMMERCIAL LEASE



Effective foreshore management is required to manage water-based development and infrastructure, as well as manage and conserve the sensitive foreshore environment.

Objective

• To obtain a commercial foreshore lease.

Priority Steps

- Submit application for commercial foreshore lease;
- Undertake survey of foreshore; and
- Work with Ministry staff to convert the foreshore lease.

How We Will Know It's Working

In order to understand what works and what may need to be revisited, it is important to track our progress.

Results We Are Focused on Achieving

- Increased compliance and oversight of foreshore;
- Transfer between license holders resolved; and
- Improved boat and human safety.

Timeline

• Project to be initiated Q2 2019.

- Chief Administrative Officer
- Manager, Park Operations

COMMITMENTS TO THE ORGANIZATIONAL CULTURE



In the strategic planning session, the Board and senior Park staff discussed how to build on the organizational culture of Cultus Lake Park.

They are committed to:

- Communicating expectations internally and externally;
- Supporting one another in achieving the goals;
- Being open and sharing challenges;
- Respecting time constraints;
- Being open to hearing different/all perspectives before drawing conclusions;
- Being unafraid to table requests;
- The ability to stay the course; and
- Respecting each other's roles.

SERVICE LEVEL AGREEMENTS

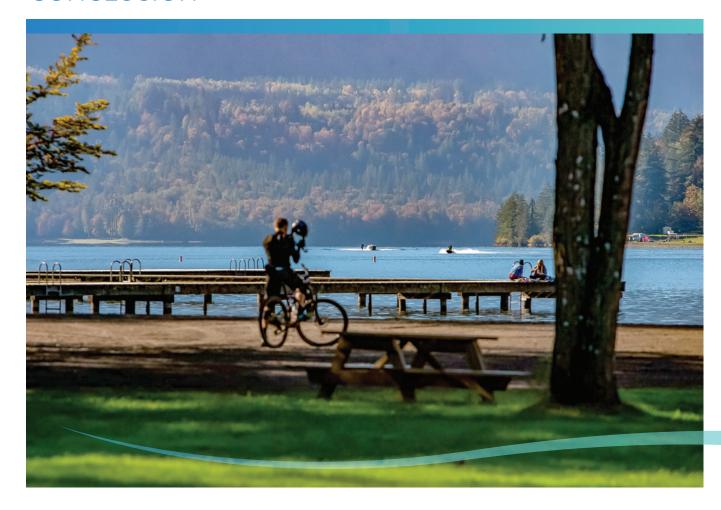
CLASSIFICATION DESCRIPTION	RED Critical: Danger to health and well-being	ORANGE Urgent: Considerable distress to resident or visitor	YELLOW Important: Temporary distress to a resident or visitor	GREEN Cosmetic issue or non-urgent request
EXAMPLES	Lost child Fire in campground washrooms Live hydro wire down Medical emergency	 Noise complaint between 10 pm and 7 am Road obstruction Burst water pipe Illegal fire Trees being unlawfully cut down Possible property damage on leased land or if homeowner is away 	 Cabin issues Full garbage cans in public area Car parked illegally Seasonal rate change complaints Resident garden maintenance issue 	 Leaseholder account inquiry Canoe storage dispute Tasks that flow from Board Meetings
RESPONSE TIME	IMMEDIATE	WITHIN 2 HOURS	WITHIN 24 HOURS	WITHIN 48 HOURS

As a part of the strategic planning, Cultus Lake Park has implemented a new approach in how staff and leaseholders, Sunnyside Seasonal Campers, visitors and other stakeholders engage, communicate and resolve issues – through Service Level Agreements (SLAs).

SLAs are useful in setting and managing expectations between those who may have an issue or who contact Cultus Lake Park for other reasons. By putting a classification system in place, staff are better positioned to prioritize critical issues, increase efficiency, and to support long-term strategic issues.

SLAs provide those contacting the Park about an issue, idea or other query with clarity as to when they will receive a response. It also reduces concern about whether their message has reached anyone at the Park.

CONCLUSION



We are committed to bringing this Strategic Plan to life and to building upon the achievements to date and our work in progress. With this plan, we will work with the community to support Cultus Lake Park as we move into the future. We will create opportunities for everyone to flourish as we respect and care for the abundant natural resources that make Cultus Lake Park so special. We look forward to supporting our community as it grows, evolves and thrives today and into the future.

If you have any questions about the Strategic Plan or other Cultus Lake Park Board initiatives, please contact us at: **reception@cultuslake.bc.ca**, call: **(604) 858-3334**, or drop in for a coffee or a hot chocolate.

We encourage you to come and meet us – we would love to connect with you.