



Cultus Lake Park

2022-2026 Five Year Financial Plan No. 1199, 2021

A Bylaw to Adopt the 2022-2026 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 "Cultus Lake Park 2022-2026 Financial Plan Bylaw No. 1199, 2021 "

2. GENERAL REGULATIONS

2.1 Schedule "A" titled 2022 Financial Plan and Schedule "B" titled 2022-2026 Financial Plan, attached form part of this Bylaw, is hereby adopted as the Cultus Lake Park Five Year Financial Plan for the years 2022 to 2026.

3. EFFECTIVE DATE

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

READ A FIRST TIME this 24th day of November, 2021

READ A SECOND TIME this 24th day of November, 2021

READ A THIRD TIME this 15th day of December, 2021

ADOPTED this 22nd day of December, 2021

David Renwick, Chair
Cultus Lake Park Board

Joe Lamb
Chief Administrative Officer

I HEREBY CERTIFY the foregoing to be a true
and correct copy of Cultus Lake Park
Cultus Lake Park 2022-2026 Financial Plan Bylaw No. 1199, 2021

A handwritten signature in blue ink, appearing to be 'J. L.', is written above a horizontal line.

Chief Administrative Officer

CULTUS LAKE PARK
2022 - 2026 FINANCIAL PLAN

Schedule "B"

**CULTUS LAKE PARK
2022-2026 Financial Plan Summary**

	TOTAL 2022 BUDGET	TOTAL 2023 BUDGET	TOTAL 2024 BUDGET	TOTAL 2025 BUDGET	TOTAL 2026 BUDGET
REVENUES					
Sunnyside Campground	\$ 3,646,100	\$ 3,717,700	\$ 3,800,000	\$ 3,875,200	\$ 3,926,400
Commercial Leases	668,902	684,812	701,322	718,632	736,552
Residential Leases	904,299	927,799	945,489	968,482	986,661
Community Hall	11,950	11,950	11,950	11,951	11,950
Cabin Rentals/Visitor Services	219,700	219,700	219,700	219,700	219,700
Parking/Public Area Revenue	965,300	965,300	973,600	973,600	991,400
Foreshore Lease	109,000	109,000	109,000	109,000	109,000
Volunteer Fire Department	284,210	297,190	294,270	311,200	309,700
Protective Services	120,000	120,000	124,000	124,000	124,000
General Administration	42,500	42,500	42,500	42,500	42,500
CEAC	36,904	37,612	37,824	38,040	38,760
TOTAL REVENUES	\$ 7,008,865	\$ 7,133,563	\$ 7,259,655	\$ 7,392,305	\$ 7,496,623
EXPENDITURES					
Advertising	\$ 13,500	\$ 13,550	\$ 13,600	\$ 13,600	\$ 13,600
Audit/Accounting	18,450	18,820	19,195	19,578	19,969
Board Level Expenses	17,000	17,000	17,000	17,000	17,000
Building Maintenance/Materials	70,750	72,210	73,590	74,990	76,400
Commemorative Benches	1,900	1,900	1,900	1,900	1,900
Conferences	16,880	16,930	16,980	17,030	17,080
Contract Services	520,800	530,100	539,500	549,000	558,600
Data Processing	94,800	96,400	97,100	97,800	98,500
Education & Training	47,850	48,600	49,350	50,110	50,870
Election Expenses	18,000	-	-	-	20,000
Equipment Maintenance	83,800	85,300	86,800	88,300	89,900
Equipment Fuel	5,105	5,210	5,290	5,370	5,450
Garbage Collection/Recycle	197,182	203,282	203,382	203,582	203,782
General Maintenance	20,000	20,000	20,000	20,000	20,000
Grounds Maintenance/Materials	122,790	124,160	125,580	127,000	128,420
Insurance - Business	205,750	226,300	249,100	274,200	301,600
Insurance - Vehicles	25,600	25,964	26,325	26,686	27,048
Janitorial Supplies	45,800	46,300	46,800	47,300	47,800
Legal/Professional Fees	145,000	145,000	145,000	145,000	145,000
Licences/Permits/Taxes	9,750	9,750	9,750	9,750	9,750
Memberships/Dues/Subscriptions	5,340	5,345	5,345	5,345	5,345
Office Supplies	30,115	30,670	31,300	31,830	32,360
Interest and Bank Charges	5,450	5,500	5,550	5,550	5,550
POS Charges	102,300	104,500	104,500	104,500	104,500
Retail Sales (COGS)	58,025	58,050	58,050	58,050	58,050
Office Furniture	4,500	4,500	4,500	4,500	4,500
Postage & Courier	4,000	4,000	4,000	4,000	4,000
Equipment Rentals	33,000	33,300	33,600	33,900	34,200
Community Wildfire Protection Plan	5,000	5,000	5,000	5,000	5,000
Printing	7,650	7,650	7,650	7,650	7,650
Public Relations/Promotion	9,340	9,340	9,390	9,390	9,390
Roads & Parking	43,300	43,300	43,300	43,300	43,300
Security Systems/Supplies	4,750	4,750	4,800	4,800	4,800
Small Tools/Shop & Safety	26,620	27,040	27,460	27,890	28,320

CULTUS LAKE PARK
2022 - 2026 FINANCIAL PLAN

Schedule "B"

	TOTAL 2022 BUDGET	TOTAL 2023 BUDGET	TOTAL 2024 BUDGET	TOTAL 2025 BUDGET	TOTAL 2026 BUDGET
Special Events	59,610	60,300	60,990	61,130	61,860
Telecommunications	41,430	41,880	42,730	43,080	43,940
Utilities	492,840	503,555	514,750	526,235	537,920
Vandalism	4,500	4,500	4,500	4,500	4,500
Travel & Vehicle Allowance	3,200	3,200	3,200	3,200	3,200
Vehicle Maintenance	38,300	38,860	39,430	40,010	40,610
Vehicle/Boat Fuel	24,160	24,390	24,620	24,850	25,080
Wharfs & Foreshore Materials	15,000	15,000	15,000	15,000	15,000
Signage	11,200	11,200	11,200	11,200	11,200
Floats & Buoys	10,000	10,000	10,000	10,000	10,000
Water System Maintenance/Parts	5,000	5,000	5,000	5,000	5,000
SUBTOTAL	\$ 2,730,337	\$ 2,772,606	\$ 2,827,107	\$ 2,883,106	\$ 2,962,944
<i>WAGES & BENEFITS:</i>					
Commissioners Indemnities	\$ 88,180	\$ 89,940	\$ 91,740	\$ 93,570	\$ 95,440
Management Salaries	385,430	392,990	400,960	409,320	417,370
Staff Wages	1,891,860	1,929,690	1,972,970	2,022,000	2,062,440
Employee Benefits	584,050	598,020	609,480	626,830	639,430
TOTAL PAYROLL	\$ 2,949,520	\$ 3,010,640	\$ 3,075,150	\$ 3,151,720	\$ 3,214,680
TOTAL OPERATING EXPENSES	\$ 5,679,857	\$ 5,783,246	\$ 5,902,257	\$ 6,034,826	\$ 6,177,624
<i>Reserve Allocations</i>	1,280,379	1,290,942	1,299,024	1,304,470	1,264,290
Capital Projects	2,307,940	991,190	959,090	830,890	587,590
Allocated Wages	-	-	-	-	-
Allocated Overhead Expenses	-	-	-	-	-
TOTAL EXPENDITURES	\$ 9,268,176	\$ 8,065,378	\$ 8,160,371	\$ 8,170,186	\$ 8,029,504
<i>SURPLUS/(DEFICIT)</i>	(2,259,311)	(931,815)	(900,716)	(777,881)	(532,881)
<i>APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)</i>	(2,268,930)	(945,650)	(923,230)	(784,860)	(550,030)
UNAPPROPRIATED SURPLUS	\$ 9,619	\$ 13,835	\$ 22,514	\$ 6,979	\$ 17,149

CULTUS LAKE PARK
2022 FINANCIAL PLAN

Schedule "A"

	2021 FINANCIAL PLAN	2022 FINANCIAL PLAN	2022 SUNNY- SIDE	2022 COMM LEASE	2022 RESID LEASE	2022 COMM. HALL	2022 VISITOR SERVICES	2022 FORESHORE LEASE	2022 VOLUNTEER FIRE DEPT	2022 PUBLIC WORKS	2022 PROTECTIVE SERVICES	2022 GENERAL & ADMIN	2022 CEAC
REVENUES													
Sunnyside Campground	\$ 3,299,400	\$ 3,646,100	\$ 3,646,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Leases	651,292	668,902	-	668,902	-	-	-	-	-	-	-	-	-
Residential Leases	870,389	904,299	-	-	904,299	-	-	-	-	-	-	-	-
Community Hall	11,950	11,950	-	-	-	11,950	-	-	-	-	-	-	-
Cabin Rentals/Visitor Services	219,700	219,700	-	-	-	-	219,700	-	-	-	-	-	-
Parking/Public Area Revenue	856,500	965,300	-	-	-	-	965,300	-	-	-	-	-	-
Foreshore Lease	109,000	109,000	-	-	-	-	-	109,000	-	-	-	-	-
Volunteer Fire Department	281,590	284,210	-	-	-	-	-	-	284,210	-	-	-	-
Protective Services	106,850	120,000	-	-	-	-	-	-	-	-	120,000	-	-
General Administration	42,500	42,500	-	-	-	-	-	-	-	-	-	42,500	-
CEAC	36,700	36,904	-	-	-	-	-	-	-	-	-	-	36,904
TOTAL REVENUES	\$ 6,485,871	\$ 7,008,865	\$ 3,646,100	\$ 668,902	\$ 904,299	\$ 11,950	\$ 1,185,000	\$ 109,000	\$ 284,210	\$ -	\$ 120,000	\$ 42,500	\$ 36,904
EXPENDITURES													
Advertising	\$ 13,500	\$ 13,500	\$ 9,550	\$ -	\$ -	\$ -	\$ 1,900	\$ -	\$ 550	\$ -	\$ -	\$ 1,500	\$ -
Audit/Accounting	18,085	18,450	-	-	-	-	-	-	-	-	-	18,450	-
Board Level Expenses	17,000	17,000	-	-	-	-	-	-	-	-	-	17,000	-
Building Maintenance/Materials	69,700	70,750	32,130	8,000	-	3,500	11,500	-	5,000	6,300	1,220	3,100	-
Commemorative Benches	1,900	1,900	-	-	-	-	1,900	-	-	-	-	-	-
Conferences	16,830	16,880	3,330	-	-	-	-	-	-	2,550	-	11,000	-
Contract Services	521,900	520,800	202,000	-	-	-	46,600	-	-	5,000	246,800	20,400	-
Data Processing	61,170	94,800	41,800	-	-	-	1,500	-	2,000	1,000	32,000	16,500	-
Education & Training	47,200	47,850	4,500	-	-	-	400	-	32,600	2,150	3,200	5,000	-
Election Expenses	-	18,000	-	-	-	-	-	-	-	-	-	18,000	-
Equipment Maintenance	76,200	83,800	11,500	-	-	-	6,800	1,500	42,000	20,000	1,000	1,000	-
Equipment Fuel	5,010	5,105	525	-	-	-	-	800	-	3,780	-	-	-
Garbage Collection/Recycle	187,542	197,182	60,500	18,347	100,535	-	7,300	-	-	10,500	-	-	-
General Maintenance	20,000	20,000	-	-	-	-	20,000	-	-	-	-	-	-
Grounds Maintenance/Materials	99,195	122,790	48,450	2,800	-	1,000	58,420	10,000	500	1,620	-	-	-
Insurance - Business	176,300	205,750	33,650	39,300	7,800	10,000	41,300	18,800	13,600	14,400	9,000	17,900	-
Insurance - Vehicles	29,831	25,600	1,250	-	-	-	-	100	5,950	15,500	1,150	1,650	-
Janitorial Supplies	45,300	45,800	23,000	-	-	-	21,800	-	1,000	-	-	-	-
Legal/Professional Fees	175,000	145,000	20,000	-	-	-	-	-	-	-	5,000	120,000	-
Licences/Permits/Taxes	9,750	9,750	1,200	-	-	-	-	1,100	-	450	7,000	-	-
Memberships/Dues/Subscriptions	5,335	5,340	190	-	-	-	-	-	700	750	-	3,700	-
Office Supplies	30,085	30,115	4,400	-	-	-	650	-	1,400	1,590	1,200	20,000	875
Interest and Bank Charges	5,450	5,450	950	-	-	-	500	-	-	-	-	4,000	-
POS Charges	77,300	102,300	71,000	-	-	-	22,300	-	-	-	-	9,000	-
Retail Sales (COGS)	58,025	58,025	57,200	-	-	-	825	-	-	-	-	-	-
Office Furniture	4,500	4,500	500	-	-	-	-	-	-	-	-	4,000	-
Postage & Courier	4,000	4,000	-	-	-	-	-	-	-	-	-	4,000	-
Equipment Rentals	25,500	33,000	-	-	-	-	17,400	-	-	-	-	15,600	-
Community Wildfire Protection Plan	5,000	5,000	-	-	-	-	-	-	-	-	-	5,000	-
Printing	7,650	7,650	5,000	-	-	-	750	150	-	-	750	1,000	-
Public Relations/Promotion	9,340	9,340	3,840	-	-	-	500	-	500	-	500	4,000	-
Roads & Parking	43,300	43,300	8,000	-	-	-	12,300	-	-	23,000	-	-	-

CULTUS LAKE PARK
2022 FINANCIAL PLAN

Schedule "A"

	2021 FINANCIAL PLAN	2022 FINANCIAL PLAN	2022 SUNNY- SIDE	2022 COMM LEASE	2022 RESID LEASE	2022 COMM. HALL	2022 VISITOR SERVICES	2022 FORESHORE LEASE	2022 VOLUNTEER FIRE DEPT	2022 PUBLIC WORKS	2022 PROTECTIVE SERVICES	2022 GENERAL & ADMIN	2022 CEAC
Security Systems/Supplies	4,750	4,750	2,000	-	-	-	-	-	500	750	500	1,000	-
Small Tools/Shop & Safety	26,210	26,620	2,500	-	-	-	-	-	6,300	17,820	-	-	-
Special Events	58,940	59,610	12,080	-	-	-	12,000	-	-	-	-	-	35,530
Telecommunications	40,680	41,430	12,800	-	-	200	4,780	-	8,450	4,100	2,100	9,000	-
Utilities	483,135	492,840	385,200	6,780	37,000	4,660	33,000	-	6,860	11,780	900	6,660	-
Vandalism	4,500	4,500	2,000	-	-	-	2,500	-	-	-	-	-	-
Travel & Vehicle Allowance	3,200	3,200	1,200	-	-	-	-	-	-	-	-	2,000	-
Vehicle Maintenance	37,750	38,300	1,360	-	-	-	-	200	10,000	25,700	1,040	-	-
Vehicle/Boat Fuel	23,930	24,160	770	-	-	-	-	-	2,200	18,830	1,560	800	-
Wharfs & Foreshore Materials	15,000	15,000	-	-	-	-	-	15,000	-	-	-	-	-
Signage	11,200	11,200	2,000	1,200	-	-	7,000	1,000	-	-	-	-	-
Floats & Buoys	10,000	10,000	-	-	-	-	-	10,000	-	-	-	-	-
Water System Maintenance/Parts	5,000	5,000	5,000	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 2,596,193	\$ 2,730,337	\$ 1,076,375	\$ 76,427	\$ 145,335	\$ 19,360	\$ 333,925	\$ 58,650	\$ 140,110	\$ 187,570	\$ 314,920	\$ 341,260	\$ 36,405
<i>WAGES & BENEFITS:</i>													
Commissioners Indemnities	\$ 85,470	\$ 88,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,180	\$ -
Management Salaries	304,689	385,430	128,200	-	-	-	-	-	6,950	92,180	-	158,100	-
Staff Wages	1,722,674	1,891,860	354,610	-	-	-	57,080	-	58,140	724,230	241,090	456,710	-
Employee Benefits	508,207	584,050	116,270	-	-	-	13,350	-	7,140	218,790	64,970	163,530	-
TOTAL PAYROLL	\$ 2,621,040	\$ 2,949,520	\$ 599,080	\$ -	\$ -	\$ -	\$ 70,430	\$ -	\$ 72,230	\$ 1,035,200	\$ 306,060	\$ 866,520	\$ -
TOTAL OPERATING EXPENSES	\$ 5,217,233	\$ 5,679,857	\$ 1,675,455	\$ 76,427	\$ 145,335	\$ 19,360	\$ 404,355	\$ 58,650	\$ 212,340	\$ 1,222,770	\$ 620,980	\$ 1,207,780	\$ 36,405
<i>Reserve Allocations</i>	1,219,835	1,280,379	524,130	158,780	63,230	10,000	241,660	56,250	58,830	115,000	2,000	50,000	499
Capital Projects	1,839,560	2,307,940	1,009,030	115,570	-	5,570	683,460	212,000	16,570	207,170	-	58,570	-
<i>Internal Wage Allocations</i>	-	-	244,230	78,870	325,580	15,560	370,120	67,160	9,030	(990,470)	16,660	(136,740)	-
<i>Overhead Expense Allocations</i>	-	-	436,166	259,589	408,425	24,400	563,300	253,610	-	(347,310)	(519,640)	(1,078,540)	-
TOTAL EXPENDITURES	\$ 8,276,628	\$ 9,268,176	\$ 3,889,011	\$ 689,236	\$ 942,570	\$ 74,890	\$ 2,262,895	\$ 647,670	\$ 296,770	\$ 207,160	\$ 120,000	\$ 101,070	\$ 36,904
<i>SURPLUS/(DEFICIT)</i>	(1,790,757)	(2,259,311)	(242,911)	(20,334)	(38,271)	(62,940)	(1,077,895)	(538,670)	(12,560)	(207,160)	-	(58,570)	-
<i>APPROPRIATED SURPLUS (RESERVE APPROPRIATIONS)</i>	1,816,035	2,268,930	1,009,030	115,570	-	5,570	648,460	212,000	12,560	207,170	-	58,570	-
UNAPPROPRIATED SURPLUS	\$ 25,278	\$ 9,619	\$ 766,119	\$ 95,236	\$ (38,271)	\$ (57,370)	\$ (429,435)	\$ (326,670)	\$ -	\$ -	\$ -	\$ -	\$ -