



CULTUS LAKE PARK BOARD REGULAR BOARD MEETING NOTICE

Wednesday, August 17, 2022

5:00 PM

Cultus Lake Park Office Boardroom
4165 Columbia Valley Highway, Cultus Lake, BC

Time Change Notice - Cultus Lake Park Board Regular Meeting will be held at 5:00 pm on August 17, 2022 instead of 7:00 pm.

Please feel free to join the meeting electronically, participants will be muted upon entry to the meeting but will be able to ask questions during question period.

Join Zoom Meeting

<https://us06web.zoom.us/j/89584812812?pwd=UEQrUm5GOHpuNmJrQ3BCVEhYcHp2QT09>

Meeting ID: 895 8481 2812

Passcode: 550672

The Cultus Lake Park Board Regular Meeting video will be available to view on our website the following day at www.cultuslake.bc.ca/board-meeting-videos/

Please feel free to email questions for the Public Question Period no later than Tuesday, August 16, 2022 by 4:00 pm to emma.dion@cultuslake.bc.ca.



CULTUS LAKE PARK BOARD REGULAR MEETING AGENDA

WEDNESDAY, AUGUST 17, 2022

5:00 PM

PARK OFFICE BOARDROOM

4165 COLUMBIA VALLEY HIGHWAY, CULTUS LAKE, BC

(1) CALL TO ORDER

(2) RESOLUTION TO PROCEED TO CLOSED MEETING (4:30 pm)

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

Section 90 (1), (d) security of the property of the municipality.

(3) RECONVENE

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(4) APPROVAL OF AGENDA

THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of August 17, 2022; 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 July 20, 2022.*

(6) ADOPTION OF COMMITTEE MINUTES

Page 11

- (a) *THAT the Cultus Lake Park Board approve the Commercial Leaseholder Committee Minutes from June 14, 2022.*

Page 13

- (b) *THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee Minutes from July 5, 2022.*

(7) CORRESPONDENCE

(8) BYLAWS

(9) CONSENT AGENDA

Pages 17 -
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- (a) 2022 Second Quarter Reports

- Finance
- Parking

- Public Works
- Bylaw Compliance and Enforcement
- Campground and Accommodations
- Fire Department
- Lease Assignment

THAT the Cultus Lake Park Board receive the 2022 Second Quarter reports for information.

(10) FINANCE

(11) STAFF REPORTS

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(a) Star Nation Canoe Club New Storage Location

- Report dated August 17, 2022 by Joe Lamb, Chief Administrative Officer

THAT the Cultus Lake Park Board approve the proposed location located at Main Beach grass area by Sweltzer Creek for the storage of Star Nation Canoe Club's canoes; and

THAT the Cultus Lake Park Board request that staff include the consideration of cost for this project in the 2023 budget.

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(b) Board Meeting Calendar – Upcoming Meetings

- Report dated August 17, 2022 from Rachel Litchfield, Manager of Corporate Services / Corporate Officer

THAT the Cultus Lake Park Board approve holding the Cultus Lake Park Board Inaugural Meeting on Tuesday, November 8, 2022 (time to be determined); and

THAT the Cultus Lake Park Board further approve to cancel the Regular Board Meeting on Wednesday, November 16, 2022, and hold the Regular Meeting on Wednesday, November 23, 2022 (time to be determined by the Board Chair).

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(c) Main Beach Christmas Lights Display

- Report dated August 17, 2022 by Amanda Nadeau, Communications, Media and Event Coordinator

THAT the Cultus Lake Park Board approve Cultus Lake Park staff to install and remove the Christmas Light display at Main Beach for 2022.

(12) REPORTS BY COMMISSIONERS

Page 65

(a) Recommendation from the Community Events and Engagement Committee

- Report dated August 17, 2022, Vice Chair Dzaman, Community Events and Engagement, Committee Chair

THAT the Cultus Lake Park Board Community Events and Engagement Committee recommends to the Board to host the free family friendly Cultus Lake Park Christmas Special Event to be held on Saturday, November 26, 2022, from 4:00 pm to 9:00 pm to include Santa and the launch of the Christmas lights for 2022; and

***THAT** the Cultus Lake Park Board waive the parking fees in Parking Lot A and B and allow parking by donation on Saturday, November 26, 2022.*

(13) COMMUNITY ASSOCIATION

(14) PUBLIC QUESTION PERIOD

(15) ADJOURNMENT

***THAT** the Regular Meeting of the Cultus Lake Park Board held on August 17, 2022, be adjourned.*



CULTUS LAKE PARK BOARD REGULAR MEETING MINUTES

WEDNESDAY, JULY 20, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC

Present

Commissioner D. Renwick – Chair
Commissioner K. Dzaman – Vice Chair
Commissioner D. Bauer – Via Zoom
Commissioner L. Payeur
Commissioner C. Smit

Staff

Chief Administrative Officer – J. Lamb
Manager of Corporate Services / Corporate Officer – R. Litchfield
Chief Financial Officer – E. Lee
Manager of Park Operations – D. Driediger
Manager of Sunnyside Campground & Accommodations – C. Volk
Communications, Communications, Media and Events Coordinator – A. Nadeau
Administrative Assistant – E. Dion

Regrets

(1) CALL TO ORDER

The Chair called the meeting to order at 4:30 pm.

(2) RESOLUTION TO PROCEED TO CLOSED MEETING

5018-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the meeting be closed to the public to consider matters pursuant to the following sections of the **Community Charter**:
Section 90 (1), (d) security of the property of the municipality.

CARRIED

(3) RECONVENE

The Regular meeting reconvened at 5:03 pm.

(4) APPROVAL OF AGENDA

5019-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board approve the Agenda for the Regular Meeting of July 20, 2022; and

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

CARRIED

(5) DELEGATION

Star Nation Canoe Club Presentation

- Presentation by the Star Nation Canoe Club

Á'a:liya Warbus, Star Nation representative, arrived at 5:17 pm to present her delegation. She is a Star Nation member, which is family canoe club. She provided the history of canoeing in the region. She noted the group started 2017 and there are thirty (30) members which they support youth and elders from five (5) to seventy (70) years old. The group promotes health fitness and their cultural heritage.

Star Nation has been working with staff since 2017 to come up with options for placement and accessibility of their canoes.

5020-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur.

THAT the Cultus Lake Park Board request that staff to make a recommendation to the Board at the next meeting in regard to the request from Star Nation Canoe Club for a new location near or around Main Beach.

CARRIED

(6) ADOPTION OF MINUTES

5021-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Cultus Lake Park Board adopt the minutes of the Regular Meeting held June 15, 2022.

CARRIED

(7) ADOPTION OF COMMITTEE MINUTES

5022-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (a) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee minutes from June 7, 2022.***

CARRIED

5023-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (b) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee minutes from June 14, 2022.***

CARRIED

5024-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

- (c) ***THAT the Cultus Lake Park Board approve the Community Events and Engagement Committee minutes from June 21, 2022.***

CARRIED

(8) CORRESPONDENCE

(9) FINANCE

(10) BYLAWS

(11) STAFF REPORTS

(a) 2022-2023 Insurance Policy Renewal

- Report dated July 20, 2022 by Erica Lee, Chief Financial Officer

5025-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

***THAT** the Cultus Lake Park Board receive the report from the Chief Financial Officer regarding the 2022-2023 Insurance Policy Renewal.*

CARRIED

(b) Appointment of Election Officials

- Report dated July 20, 2022 by Rachel Litchfield, Manager of Corporate Services / Corporate Officer

5026-22 Moved by: Commissioner Payeur Seconded by: Commissioner Dzaman

***THAT** the Cultus Lake Park Board appoint Amanda Nadeau, Communications, Media and Events Coordinator, Emma Dion, Administrative Assistant, Gabija Enns, Secretary Receptionist and Erica Lee, Chief Financial Officer as 2022 Election Officials to assist with the election process.*

CARRIED

(c) Appointment of Bylaw Officers

- Report dated July 20, 2022 by Rachel Litchfield, Manager of Corporate Services / Corporate Officer

5027-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

***THAT** the Cultus Lake Park Board appoint, Dave Driediger, Carly Volk, Lisa Bisschop, Katrina Craig, Rachel Litchfield, and Griffin Security members as Bylaw Enforcement Officers for Cultus Lake Park.*

CARRIED

(d) ILWU Local Pensioner Picnic Special Event

- Report dated July 20, 2022 by Amanda Nadeau, Communications, Events and Media Coordinator
- ILWU Local Pensioner Picnic Event Application
- ILWU Local Pensioner Picnic Event Map

5028-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Payeur

THAT the Cultus Lake Park Board approve the ILWU Local 502 Pensioner's Picnic on Wednesday, August 10, 2022 from 8:00am to 5:00pm.

CARRIED

(e) **Fraser Valley British Motor Club Picnic Special Event**

- Report dated July 20, 2022 by Amanda Nadeau, Communications, Events and Media Coordinator
- Fraser Valley British Motor Club Picnic Event Application

5029-22 Moved by: Commissioner Smit Seconded by: Commissioner Dzaman

THAT the Cultus Lake Park Board approve the Fraser Valley British Motor Club Picnic to be held on Sunday, September 11, 2022, from 10:00 am to 3:00 pm.

CARRIED

Commissioner Payeur recused himself from the meeting at 5:32 pm due to conflict of a interest and involvement in the event.

Commissioner Payeur reconvened the meeting at 5:34 pm.

(12) COMMISSIONERS REPORTS

Commissioner Payeur noted that a previous Chief Administrative Officer, Malcolm Shanks, had recently passed away. His involvement in the community was substantial and he was very fond of the lake.

Commissioner Dzaman noted that Cultus Lake Days was very successful and a fun day. He also wished to thank the community members who contributed their time to make this year's event a great success.

(13) COMMUNITY ASSOCIATION

Q: R. Leblanc, Community Association representative, inquired if there could be more signage up along the waterfront and parking areas for no smoking to educated that there is no smoking in Cultus Lake Park.

A: Chair Renwick requested that staff to look into this issue. He inquired if whether the signage is effective and whether there will be too many signs in the Park.

Commissioner Dzaman inquired if bylaw receives phone calls about smoking.

R. Litchfield, Manager of Corporate Services / Corporate Officer, noted that Security, Bylaw Enforcement and RCMP are enforcing by way of education, compliance and then enforcement. She noted that there will be "No Smoking" business cards to be distributed.

Chair Renwick noted that education is a part of helping prevent smoking in the park. He requested that staff look into the frequency of complains, enforcement protocols and its effectiveness and how we can improve this.

J. Lamb, Chief Administrative Officer, also noted that there is an ongoing review of the signage throughout the Park during fall and winter season. He noted that there were some suggestions from residents such as painting a symbol the docks rather than posting a sign to be more inconspicuous. He mentioned that signage is only effective as enforcement if enforcement measures are in place.

Chair Renwick inquired if there are any smoking areas.

Chief Administrative Officer, J. Lamb, responded that there are no approved smoking areas as per bylaw.

(14) PUBLIC QUESTION PERIOD

(15) ADJOURNMENT

5030-22 Moved by: Commissioner Dzaman Seconded by: Commissioner Smit

THAT the Regular Meeting of the Cultus Lake Park Board held on July 20, 2022 be adjourned at 5:42 pm.

CARRIED

I hereby certify the preceding to be a true and correct account of the meeting of the Cultus Lake Park Board held July 20, 2022.

David Renwick
Chair

Joe Lamb
Chief Administrative Officer



**CULTUS LAKE PARK BOARD
COMMERCIAL LEASEHOLDER COMMITTEE
MEETING MINUTES**

**TUESDAY, JUNE 14, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC**

Present Commissioner C. Smit – Chair
Commissioner L. Payeur – Vice Chair - Via Zoom

Committee Members Christy Ovens – Lakeside Beach Club
S. Marks – Cultus Lake Marina – Via Zoom

Staff Chief Administrative Officer – J. Lamb
Manager of Corporate Services / Corporate Officer – R. Litchfield
Communication, Media, and Event Coordinator – A. Nadeau

Members of the Public B. McCrea – Via Zoom arrived at 9:07 am

(1) CALL TO ORDER

The Chair called the meeting to order at 9:00 am.

(2) APPROVAL OF AGENDA

Moved by: C. Ovens Seconded by: L. Payeur

THAT the Cultus Lake Park Board Commercial Leaseholder Committee approve the Agenda for the Meeting of June 14, 2022; and

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

Page 3 *The Cultus Lake Park Board Commercial Leaseholder Committee approved the Minutes for the Meeting of May 17, 2022, electronically via email.*

Staff reviewed that Committee Minutes will be captured in line with Robert's Rules of Order with respect to generalizing comments.

(4) CORRESPONDENCE

(5) NEW BUSINESS

Staff discussed that some Plaza patrons are receiving parking tickets due to not registering license plates for two-hour free parking. Line repainting and additional signage will be installed by the end of the month to improve patron experience and heighten awareness.

The committee discussed the distinction between the Gatehouse and Sunnyside Boulevard parking areas. Additionally, reviewed the pilot project with respect to the Gatehouse.

(6) STAFF REPORTS

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) NEXT MEETING DATE AND TIME

Tuesday, July 19, 2022, at 9:00 am.

(9) ADJOURNMENT

Moved by: L. Payeur Seconded by: C. Ovens

THAT the Cultus Lake Park Board Commercial Leaseholder Committee meeting held on June 14, 2022, be adjourned at 9:16 am.

CARRIED



CULTUS LAKE PARK BOARD COMMUNITY EVENTS AND ENGAGEMENT COMMITTEE MEETING MINUTES

**TUESDAY, JULY 5, 2022
CULTUS LAKE PARK OFFICE BOARDROOM
4165 Columbia Valley Highway, Cultus Lake, BC**

Present	K. Dzaman – Chair P. McEwan – Vice Chair
Committee Members	E. Jartved T. Seeley arrived at 6:16 pm S. Lamb R. LeBlanc
Staff	Manager of Corporate Services / Corporate Officer – R. Litchfield Communication, Media, and Event Coordinator – A. Nadeau
Regrets	J. Lamb, Chief Administrative Officer K. Brauer

(1) CALL TO ORDER

The Chair called the meeting to order at 6:04 pm.

(2) APPROVAL OF AGENDA

Moved by: E. Jartved Seconded by: R. LeBlanc

THAT the Cultus Lake Park Board Community Events and Engagement Committee approve the Agenda for the Meeting of July 5, 2022; and

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

CARRIED

(3) APPROVAL OF COMMITTEE MINUTES

Moved by: S. Lamb Seconded by: E. Jartved

THAT the Cultus Lake Park Board Community Events and Engagement Committee approve the Minutes for the Meeting of June 21, 2022.

CARRIED

(4) CORRESPONDENCE

(5) NEW BUSINESS

(a) 2022 Cultus Lake Day Debrief

- List of topics for discussion:
 - Committee members update on respective roles of responsibility
 - Parade – K. Brauer and T. Seeley
 - Volunteers – E. Jartved and R. LeBlanc
 - Kid's Activities – E. Jartved and R. LeBlanc
 - Vendor's Market and Food Trucks – S. Lamb
 - Musicians – Vice Chair P. McEwan
 - Beverage Garden – Vice Chair P. McEwan
 - Sponsorship – Chair K. Dzaman
 - Fireworks
 - Security

Parade

The committee discussed the parade at the event and ways to improve this for next year.

Volunteers

The committee discussed the amount of volunteers at the event and ways to improve this for next year.

The committee noted that they would provide staff with a list of volunteer contact information for future event planning.

Kid's Activities

The committee discussed the kid's activities at the event and ways to improve this for next year.

Vendor's Market and Food Trucks

The committee discussed the vendor's market and food trucks at the event and ways to improve this for next year.

Musicians

The committee discussed the musicians at the event and ways to improve this area for next year.

Beverage Garden

The committee discussed the beverage garden at the event and ways to improve this for next year.

Sponsorship

The committee discussed introducing a Title Sponsor and more structure to the packages in future events.

Fireworks

The committee discussed the fireworks at the event and ways to improve this for next year.

Security

The committee discussed the security at the event and ways to improve this for next year.

(b) **Blanc on the Beach Planning**

The committee will discuss this at the next meeting.

(c) **Movie in the Park**

- Select movies for August 5 and 19, 2022
- Marketing
- Capacity
- Security Parameters

The committee selected Jungle Book for August 5, 2022, and Pete's Dragon for August 19, 2022.

The committee discussed marketing, capacity, and security for the movie nights.

(6) STAFF REPORTS

(7) PUBLIC QUESTION PERIOD

No public questions.

(8) NEXT MEETING DATE AND TIME

Monday, July 25, 2022, at 6:00 pm.

(9) ADJOURNMENT

Moved by: R. LeBlanc Seconded by: S. Lamb

THAT the Community Events and Engagement Committee meeting held on July 5, 2022, be adjourned at 8:07 pm.

CARRIED



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0550
SUBMITTED BY: Erica Lee, Manager of Finance
SUBJECT: 2022 Second Quarter Financial Report

PURPOSE:

To provide the Board with an update on the financial results for the Second Quarter of 2022.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the 2022 Second Quarter financial report for information.*

DISCUSSION:

The financial results for the Second Quarter of 2022 are being provided to the Board for information and circulation. Included with this report is a consolidated balance sheet listing the assets and liabilities of Cultus Lake Park, a consolidated income statement and income statements for each business unit with comparative figures for 2021. The income statements provide additional information for variances noted as significant or that may be of general interest to readers of this information.

With the close of the Second Quarter, Cultus Lake Park is currently in an overall surplus position of \$1,943,982 as a result of residential lease fee collection, parking revenue's & seasonal and overnight Sunnyside Campground fees received along with more limited operating expenditures. In addition, we have collected of a portion of the Insurance funds receivable to remove and rebuild the docks damaged by the 2021 flood event.

Operating expenditures will increase over the summer months as the seasonal staffing compliment is increased to complete work duties within the busy park. In addition, budgeted transfers to capital reserves will also be completed closer to the end of the year.

STRATEGIC PLAN:

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

Prepared by:

Erica Lee, CPA, CA
Chief Financial Officer

Approved for submission to the Board:

Joe Lamb
Chief Administrative Officer

CULTUS LAKE PARK

2022 Financial Report

As at June 30, 2022, with comparative figures at June 30, 2021

Balance Sheet

	2022	2021
<u>ASSETS</u>		
Cash	\$ 2,876,893	\$ 2,457,904
Investments	6,399,667	6,059,803
Accounts Receivable	207,398	257,520
Prepaid Accounts and Inventory	1,210,028	216,458
Capital Assets (net)	<u>3,934,860</u>	<u>3,473,763</u>
 TOTAL ASSETS	 \$ 14,628,846	 \$ 12,465,448
 <u>LIABILITIES</u>		
Accounts Payable	\$ 563,381	\$ 494,610
Payroll Liabilities	35,877	25,765
Deferred Revenue	727,918	803,119
Performance Bonds & Refundable Deposits	55,107	78,315
Landfill Closure Liability	1,463,800	1,452,700
Equity in Capital Assets	3,934,860	3,473,763
Operating Fund Surplus	924,219	588,174
Restricted Reserve Funds	<u>4,979,701</u>	<u>4,382,339</u>
 TOTAL LIABILITIES	 \$ 12,684,864	 \$ 11,298,785
 CURRENT YEAR SURPLUS	 <u>\$ 1,943,982</u>	 <u>\$ 1,166,663</u>

CULTUS LAKE PARK

2022 Financial Report

For the SIX Months Ending June 30, 2022, with comparative figures for 2021

CONSOLIDATED INCOME STATEMENT

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD
REVENUE					
Sunnyside Campground	\$ 2,436,148	\$ 3,646,100	\$ (1,209,952)	-33.2%	\$ 2,531,422
Protective Services	39,423	120,000	(80,577)	-67.1%	29,954
Visitor Services (Cabins)	75,685	219,700	(144,015)	-65.6%	79,892
Volunteer Fire Department	189,419	284,210	(94,791)	-33.4%	187,978
Public Works	25,385	-	25,385	0.0%	-
Commercial Leases	218,438	668,902	(450,464)	-67.3%	224,179
Residential Leases	899,640	904,299	(4,659)	-0.5%	870,810
General Administration	69,366	42,500	26,866	63.2%	52,133
Community Hall	1,606	11,950	(10,344)	-86.6%	(326)
Foreshore lease	1,050,446	109,000	941,446	863.7%	96,031
Public Areas	249,897	965,300	(715,403)	-74.1%	389,293
Community Events Committee	32,788	36,904	(4,116)	-11.2%	220
	\$ 5,288,241	\$ 7,008,865	\$ (1,720,624)	-24.5%	\$ 4,461,586
EXPENDITURES					
Advertising and Promotion	\$ 37,382	\$ 87,450	\$ 50,068	57.3%	\$ 10,715
Bank, Credit Card and Interest Charges	64,954	107,750	42,796	39.7%	77,956
Commissioners Indemnities	44,911	88,180	43,269	49.1%	43,225
Election Expense	350	18,000	17,650	98.1%	-
Grounds Maintenance	39,008	122,790	83,782	68.2%	39,753
Information Systems	94,577	94,800	223	0.2%	51,195
Inspections, Permits and Fees	2,963	15,090	12,127	80.4%	4,481
Insurance	113,837	231,350	117,513	50.8%	100,263
Janitorial	22,247	45,800	23,553	51.4%	32,522
Office, Telephone and Sundry	119,479	243,570	124,091	50.9%	108,519
Professional Fees	440,650	700,250	259,600	37.1%	375,858
Repairs and Maintenance	146,094	310,335	164,241	52.9%	117,461
Roads and Parking	19,819	43,300	23,481	54.2%	19,253
Security	4,372	4,750	378	8.0%	3,115
Sewer, Septic and Water Systems	6,937	126,650	119,713	94.5%	21,748
Travel and Conferences	481	20,080	19,599	97.6%	407
Utilities	81,959	376,190	294,231	78.2%	80,189
Waste Disposal	79,121	197,182	118,061	59.9%	80,992
Waterfront Maintenance	2,647	15,000	12,353	82.4%	7,881
Wages and Benefits	1,167,632	2,861,350	1,693,718	59.2%	990,874
TOTAL OPERATING & WAGES AND BENEFITS	\$ 2,489,420	\$ 5,709,867	\$ 3,220,447		\$ 2,166,407
NET OPERATING INCOME	\$ 2,798,822	\$ 1,298,998	\$ (1,499,824)		\$ 2,295,179
Capital Purchases	854,840	2,338,940	1,484,100	63.5%	1,128,516
Transfer from Reserve for Capital Purchases	-	(2,174,930)	(2,174,930)	100.0%	-
Transfer from Accumulated Surplus	-	(155,000)	(155,000)	100.0%	-
Transfer to Reserves	-	1,280,379	1,280,379	100.0%	-
	\$ 3,344,260	\$ 6,999,256	\$ 3,654,996		\$ 3,294,923
NET CONTRIBUTION TO PARK	\$ 1,943,982	\$ 9,609	\$ (1,934,373)		\$ 1,166,663

CULTUS LAKE PARK

2022 Financial Report

For the SIX Months Ending June 30, 2022, with comparative figures for 2021

SUNNYSIDE CAMPGROUND

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1011004000 SS Seasonal Waterfront Lots	\$ 556,327	\$ 556,700	\$ (373)	-0.1%	\$ 545,969	
1011004001 SS Seasonal View Lots	203,470	198,300	5,170	2.6%	199,687	
1011004002 SS Seasonal Regular Lots	1,044,378	1,051,500	(7,122)	-0.7%	1,026,165	
1011004003 SS Overnight Full Hook Up	220,455	645,000	(424,545)	-65.8%	284,198	
1011004004 SS Overnight No Hook Up	62,524	270,000	(207,476)	-76.8%	85,071	
1011004005 SS Overnight View Lots	25,339	106,000	(80,661)	-76.1%	35,914	
1011004006 SS Overnight Waterfront Lots	38,487	130,000	(91,513)	-70.4%	58,106	
1011004011 SS Group Area A & B	12,516	30,000	(17,484)	-58.3%	-	
1011004016 SS Milfoil Revenue	3,188	5,600	(2,412)	-43.1%	207,705	
1011004017 SS WIFI	3,174	2,500	674	27.0%	18,615	
1011004050 Sunnyside Store Sales	42,743	141,000	(98,257)	-69.7%	3,938	
1011004090 SS Infrastructure Reserve Fees	22,485	53,700	(31,215)	-58.1%	4,432	
1011004900 SS Pay Parking/Miscellaneous Revenue	194,856	449,000	(254,144)	-56.6%	49,851	
1011004910 SS Laundromat	-	4,800	(4,800)	-100.0%	305	
1011004950 Promotional Items Sales	6,206	2,000	4,206	210.3%	11,466	
	\$ 2,436,148	\$ 3,646,100	\$ (1,209,952)		\$ 2,531,422	
EXPENDITURES						
1021005000 Advertising	\$ 879	\$ 9,550	\$ 8,671	90.8%	\$ 8,479	
1021005300 Building Maintenance/Materials	17,420	43,630	26,210	60.1%	10,327	
1021005375 Contract Services	84,967	202,000	117,033	57.9%	51,910	Security Services
1021005400 Conferences/Meetings	-	3,330	3,330	100.0%	407	
1021005500 Data Processing	18,837	41,800	22,963	54.9%	24,968	IT Services and Rez Expert
1021005700 Education & Training	-	4,500	4,500	100.0%	-	Software Charges
1021005800 Equipment Maintenance	11,567	11,500	(67)	-0.6%	8,988	
1021005820 Equipment Fuel	212	525	313	59.6%	-	
1021005900 Garbage Collection & Recycling	28,972	60,500	31,528	52.1%	29,287	
1021006000 Ground Maintenance Materials	24,793	48,450	23,657	48.8%	24,575	
1021006100 Commercial Insurance	16,944	33,650	16,706	49.6%	14,188	
1021006200 Vehicle Insurance	547	1,250	703	56.2%	662	
1021006300 Janitorial Contracts/Supplies	13,948	23,000	9,052	39.4%	15,459	
1021006400 Legal Fees	-	20,000	20,000	100.0%	10,000	
1021006500 Licences & Permits	532	1,200	668	55.7%	1,711	
1021006600 Membership Dues & Subscriptions	5	190	185	97.4%	-	
1021006800 Office Supplies & Expenses	1,745	4,400	2,655	60.3%	3,273	
1021006810 Bank Charges/ Cash Short (Over)	388	950	562	59.2%	1,371	
1021006812 Point of Sales Fees	44,085	71,000	26,915	37.9%	49,841	
1021006817 Retail Cost of Goods Sold	41,986	57,200	15,214	26.6%	37,955	
1021006822 Office Furniture	228	500	272	54.4%	230	
1021007000 Printing Expense	2,903	5,000	2,097	41.9%	3,189	
1021007100 Public Relations	364	3,840	3,476	90.5%	466	
1021007200 Roads & Parking Maintenance	801	8,000	7,199	90.0%	6,235	
1021007300 Vandalism Repairs	-	2,000	2,000	100.0%	-	
1021007400 Security Systems & Supplies	2,477	2,000	(477)	-23.9%	1,330	
1021007500 Sewer	4,463	118,800	114,337	96.2%	18,044	
1021007625 Shop Supplies	1,053	2,500	1,447	57.9%	774	
1021007700 Special Events	266	12,080	11,814	97.8%	-	
1021007800 Telephone	6,330	12,800	6,470	50.5%	9,316	
1021007900 Travel Expense	-	1,200	1,200	100.0%	-	
1021008000 Propane & Natural Gas	3,237	8,200	4,963	60.5%	3,918	
1021008005 Hydro Consumption	31,743	87,600	55,857	63.8%	33,236	
1021008020 Water	-	175,600	175,600	100.0%	-	
1021008100 Vehicle Maintenance	-	1,360	1,360	100.0%	70	
1021008130 Vehicle Fuel	222	770	548	71.2%	440	
1021008201 Signage	1,229	2,000	771	38.6%	4,504	
1021008300 Water System Maintenance	1,776	5,000	3,224	64.5%	3,704	
1021008600 Management/Administration Salaries	60,099	128,200	68,101	53.1%	90,841	
1021008700 Staff Wages - Gatehouse	58,483	113,100	54,617	48.3%	30,891	
1021008701 Staff Wages - Maintenance	74,583	208,550	133,967	64.2%	60,762	

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
1021008710 Staff Wages - Store	11,482	32,960	21,478	65.2%	8,961	
1021008800 Employee Benefits	34,875	114,570	79,695	69.6%	33,273	
1021008825 Uniforms & Clothing Allowance	980	1,700	720	42.4%	1,614	
TOTAL OPERATING EXPENSES	\$ 605,421	\$ 1,686,955	\$ 1,081,534		\$ 605,199	
NET OPERATING INCOME	\$ 1,830,727	\$ 1,959,145	\$ 128,418	6.6%	\$ 1,926,223	
1021009000 Capital Purchases	407,521	1,009,030	601,509	59.6%	282,721	Bathroom Renovations, New
1021009800 Transfer to Reserves	-	524,130	524,130	100.0%	-	Office Space, Paving, Irrigation
1021009805 Transfer from Reserve Capital Purchases	-	(1,009,030)	(1,009,030)	100.0%	-	
1021009810 Transfer from Accumulated Surplus	-	(11,500)	(11,500)	100.0%	-	
1021009998 Overhead Expenses	218,084	436,166	218,082	50.0%	175,350	
1021009999 Allocated Services	122,116	244,230	122,114	50.0%	81,190	
	\$ 1,353,142	\$ 2,879,981	\$ 1,526,839		\$ 1,144,460	
NET CONTRIBUTION TO (FROM)	\$ 1,083,006	\$ 766,119	\$ (316,887)		\$ 1,386,962	

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PARK PATROL-BYLAWE ENFORCEMENT

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1011254675 Bylaw Enforcement Fines	\$ 38,565	\$ 120,000	\$ (81,435)	-67.9%	\$ 29,310	
1011254900 Miscellaneous Revenue	858	-	858	0.0%	644	
	\$ 39,423	\$ 120,000	\$ (80,577)		\$ 29,954	
EXPENDITURES						
1021255300 Building Maintenance Materials	\$ 625	\$ 1,220	\$ 595	48.8%	\$ 375	
1021255375 Contract Services	120,701	246,800	126,099	51.1%	136,980	Security and Policing Contracts
1021255500 Data Processing	26,643	32,000	5,357	16.7%	1,252	
1021255700 Education & Training	1,263	3,200	1,937	60.5%	-	
1021255800 Equipment Maintenance	367	1,000	633	63.3%	-	
1021256100 Commercial Insurance	4,500	9,000	4,500	50.0%	3,850	
1021256200 Vehicle Insurance	487	1,150	663	57.7%	595	
1021256450 Professional Fees	2,493	5,000	2,507	50.1%	-	
1021256500 Licences & Permits	-	7,000	7,000	100.0%	-	
1021256800 Office Supplies & Expenses	1,023	1,200	177	14.8%	280	
1021257000 Printing Expense	65	750	685	91.3%	1,712	
1021257100 Public Relations	-	500	500	100.0%	15	
1021257400 Security Systems & Supplies	110	500	390	78.0%	-	
1021257800 Telephone	1,528	2,100	572	27.2%	2,165	
1021258000 Propane & Natural Gas	708	900	192	21.3%	628	
1021258100 Vehicle Maintenance	-	1,040	1,040	100.0%	-	
1021258130 Vehicle Fuel	67	1,560	1,493	95.7%	111	
1021258700 Staff Wages - Bylaw Enforcement	41,661	140,400	98,739	70.3%	29,618	
1021258715 Staff Wages - Parking Enforcement	11,778	32,530	20,752	63.8%	13,343	
1021258715 Staff Wages - Admin	12,981	68,160	55,179	81.0%	2,940	
1021258800 Employee Benefits	10,090	62,970	52,880	84.0%	6,204	
1021258825 Uniforms & Clothing Allowance	180	2,000	1,820	91.0%	464	
TOTAL OPERATING EXPENSES	\$ 237,270	\$ 620,980	\$ 383,710		\$ 200,532	
NET OPERATING INCOME	\$ (197,847)	\$ (500,980)	\$ (303,133)	60.5%	\$ (170,578)	
1021259800 Transfer to Reserves	-	2,000	2,000	100.0%	-	
1021259998 Overhead Expenses	(259,820)	(519,640)	(259,820)	50.0%	(193,587)	
1021259999 Allocated Services	8,330	16,660	8,330	50.0%	23,005	
	\$ (14,220)	\$ 120,000	\$ 134,220		\$ 29,950	
NET CONTRIBUTION TO (FROM)	\$ 53,643	\$ -	\$ (53,643)		\$ 4	

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VISITOR SERVICES & CABINS

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1011504400 Cabin Rentals	\$ 70,094	\$ 214,700	\$ (144,606)	-67.4%	\$ 76,798	
1011504900 Miscellaneous Revenue	5,591	5,000	591	11.8%	3,093	
	<u>\$ 75,685</u>	<u>\$ 219,700</u>	<u>\$ (144,015)</u>		<u>\$ 79,891</u>	
EXPENDITURES						
1021505000 Advertising	\$ 718	\$ 1,900	\$ 1,182	62.2%	\$ 473	
1021505300 Building Maintenance Materials	5,348	5,200	(148)	-2.8%	2,016	
1021505375 Contract Services	11,779	-	(11,779)	0.0%	-	Flood Recovery Costs
1021505500 Data Processing	3,021	1,500	(1,521)	-101.4%	1,947	
1021505700 Education & Training	-	400	400	100.0%	-	
1021505800 Equip & Material Replacement	506	5,800	5,294	91.3%	53	
1021506000 Grounds Maintenance Materials	5,008	3,420	(1,588)	-46.4%	3,292	
1021506100 Commercial Insurance	7,600	15,200	7,600	50.0%	6,500	
1021506300 Janitorial Contracts/Supplies	268	4,000	3,732	93.3%	1,911	
1021506301 Linens	1,028	3,800	2,772	72.9%	1,203	
1021506800 Office Supplies & Expenses	131	650	519	79.8%	108	
1021506810 Bank Charges/Point of Sales Fees	3,172	5,300	2,128	40.2%	3,374	
1021506817 Retail Cost of Goods Sold	-	825	825	100.0%	-	
1021507000 Printing Expense	-	250	250	100.0%	-	
1021507100 Public Relations	10	500	490	98.0%	77	
1021507200 Roads & Parking Maintenance	-	300	300	100.0%	95	
1021257400 Security Systems & Supplies	443	-	(443)	0.0%	443	
1021507500 Sewer & Septic System Maintenance	-	5,000	5,000	100.0%	-	
1021507800 Telephone/Cable	3,186	4,780	1,594	33.3%	3,020	
1021508000 Propane & Natural Gas	1,751	3,700	1,949	52.7%	2,225	
1021508005 Hydro Consumption	6,891	10,800	3,909	36.2%	5,953	
1021508020 Water	-	5,200	5,200	100.0%	-	
1021508201 Signage	277	500	223	44.6%	-	
1021508700 Staff Wages - Visitor Services	21,790	57,080	35,290	61.8%	16,696	
1021508800 Employee Benefits	2,507	13,150	10,643	80.9%	1,782	
1021508825 Uniforms	-	200	200	100.0%	729	
TOTAL OPERATING EXPENSES	<u>\$ 75,434</u>	<u>\$ 149,455</u>	<u>\$ 74,021</u>		<u>\$ 51,897</u>	
NET OPERATING INCOME	<u>\$ 251</u>	<u>\$ 70,245</u>	<u>\$ 69,994</u>	99.6%	<u>\$ 27,994</u>	
1021509000 Capital Purchases	10,866	35,310	24,444	69.2%	14,479	
1021509800 Transfer to Reserves	-	29,220	29,220	100.0%	-	
1021509805 Transfer from Reserve Capital Purchases	-	(35,310)	(35,310)	100.0%	-	
1021509999 Allocated Services	18,690	37,379	18,689	50.0%	20,780	
	<u>\$ 104,990</u>	<u>\$ 216,054</u>	<u>\$ 111,064</u>		<u>\$ 87,156</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ (29,305)</u>	<u>\$ 3,646</u>	<u>\$ 32,951</u>		<u>\$ (7,265)</u>	

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VOLUNTEER FIRE DEPARTMENT

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1013004600 Local Services Revenue VFD CL	\$ 13,995	\$ 40,125	\$ (26,130)	-65.1%	\$ 13,879	Recoveries from FVRD and Soowahlie
1013004601 Fire Protection Agreements	-	68,660	(68,660)	-100.0%	-	
1013004605 Residential Lease Revenue VFD	175,424	175,425	(1)	0.0%	174,098	
	<u>\$ 189,419</u>	<u>\$ 284,210</u>	<u>\$ (94,791)</u>		<u>\$ 187,977</u>	
EXPENDITURES						
1023005000 Advertising	\$ -	\$ 550	\$ 550	100.0%	\$ -	
1023005300 Building Maintenance Materials	1,375	5,000	3,625	72.5%	1,937	
1023005500 Data Processing	631	2,000	1,369	68.5%	270	
1023005700 Education & Training	10,013	32,600	22,587	69.3%	4,518	
1023005800 Firefighting Equipment Fuel & Maintenance	10,976	31,000	20,024	64.6%	15,944	
1023005850 Fire Protection Equip Annual Testing	2,547	11,000	8,453	76.8%	2,942	
1023006000 Grounds Maintenance Materials	-	500	500	100.0%	-	
1023006100 Commercial Insurance	6,800	13,600	6,800	50.0%	5,450	
1023006200 Vehicle Insurance	2,223	5,950	3,727	62.6%	2,531	
1023006300 Janitorial Contracts/Supplies	173	1,000	827	82.7%	537	
1023006600 Membership Dues & Subscriptions	777	700	(77)	-11.0%	765	
1023006800 Office Supplies & Expenses	288	1,400	1,112	79.4%	123	
1023007100 Public Relations	-	500	500	100.0%	-	
1023007400 Security Systems & Supplies	257	500	243	48.6%	257	
1023007500 Sewer & Septic System Maintenance	-	570	570	100.0%	-	
1023007600 Shop Supplies	96	1,000	904	90.4%	217	
1023007625 Small Tools	-	1,000	1,000	100.0%	-	
1023007655 Medical Supplies	633	4,300	3,667	85.3%	666	
1023007800 Telephone	4,958	8,450	3,492	41.3%	3,716	
1023008000 Propane & Natural Gas	1,324	1,900	576	30.3%	1,313	
1023008005 Hydro Consumption	1,721	3,800	2,079	54.7%	1,732	
1023008020 Water	-	590	590	100.0%	-	
1023008100 Vehicle Maintenance	7,685	10,000	2,315	23.2%	17,999	
1023008130 Vehicle Fuel	188	2,200	2,012	91.5%	494	
1023008600 Mgmt. Salaries - Fire Chief	2,250	6,950	4,700	67.6%	2,250	
1023008700 Staff Wages - VFD	22,779	58,140	35,361	60.8%	23,366	
1023008760 WCB/EHT Expense	923	3,140	2,217	70.6%	1,090	
1023008825 Uniforms & Clothing Allowance	2,694	4,000	1,306	32.7%	4,752	
TOTAL OPERATING EXPENSES	<u>\$ 81,311</u>	<u>\$ 212,340</u>	<u>\$ 131,029</u>		<u>\$ 92,869</u>	
NET OPERATING INCOME	<u>\$ 108,108</u>	<u>\$ 71,870</u>	<u>\$ (36,238)</u>	-50.4%	<u>\$ 95,108</u>	
1023009000 Capital Purchases	8,297	16,570	8,273	49.9%	26,906	
1023009800 Transfer to Reserves	-	58,830	58,830	100.0%	-	
1023009805 Transfer from Reserve Capital Purchases	-	(12,560)	(12,560)	100.0%	-	
1023009999 Allocated Services	4,516	9,030	4,514	50.0%	4,135	
	<u>\$ 94,124</u>	<u>\$ 284,210</u>	<u>\$ 190,086</u>		<u>\$ 123,910</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ 95,295</u>	<u>\$ -</u>	<u>\$ (95,295)</u>		<u>\$ 64,067</u>	

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PUBLIC WORKS

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1014004900 Miscellaneous Revenue	\$ 25,385	\$ -	\$ 25,385	0.0%	\$ -	Net Proceeds - Sale of Skid Steer
EXPENDITURES						
1024005300 Building Maintenance Materials	\$ 3,604	\$ 8,800	\$ 5,196	59.0%	\$ 500	WorkSafeBC Requirement - OH&S program.
1024005375 Contract Services	329	5,000	4,671	93.4%	-	
1024005400 Conferences/Meetings	-	2,550	2,550	100.0%	-	
1024005500 Data Processing	631	1,000	369	36.9%	135	
1024005700 Education & Training	-	2,150	2,150	100.0%	400	
1024005800 Equipment Maintenance	19,766	20,000	234	1.2%	2,638	
1024005820 Equipment Fuel	684	3,780	3,096	81.9%	1,646	
1024005900 Garbage Collection & Recycling	4,376	10,500	6,124	58.3%	5,342	
1024006000 Grounds Maintenance Materials	-	1,620	1,620	100.0%	648	
1024006100 Commercial Insurance	7,200	14,400	7,200	50.0%	6,650	
1024006200 Vehicle Insurance	6,799	15,500	8,701	56.1%	8,038	
1024006500 Licences & Permits	-	450	450	100.0%	-	
1024006600 Membership Dues & Subscriptions	-	750	750	100.0%	-	
1024006800 Office Supplies & Expenses	258	1,590	1,332	83.8%	510	
1024006810 Bank Charges	201	-	(201)	0.0%	-	
1024007200 Roads & Parking Maintenance	5,747	23,000	17,253	75.0%	9,033	Dust Control
1024007400 Security Systems & Supplies	642	750	108	14.4%	642	
1024007500 Sewer	-	570	570	100.0%	-	
1024007600 Shop Supplies	6,862	10,820	3,958	36.6%	5,929	
1024007625 Small Tools	797	3,500	2,703	77.2%	748	
1024007650 Safety Supplies	1,378	3,500	2,122	60.6%	831	
1024007800 Telephone	3,363	4,100	737	18.0%	3,627	
1024008000 Propane & Natural Gas	5,963	6,300	337	5.3%	4,425	
1024008005 Hydro Consumption	2,022	4,320	2,298	53.2%	1,881	
1024008020 Water	-	590	590	100.0%	-	
1024008100 Vehicle Maintenance	14,771	25,700	10,929	42.5%	13,297	
1024008130 Vehicle Fuel	8,250	18,830	10,580	56.2%	7,755	
1024008600 Management Salaries	45,548	92,180	46,632	50.6%	40,365	
1024008700 Staff Wages - Supervisor	73,342	135,900	62,558	46.0%	39,841	
1024008701 Staff Wages - Custodian	38,832	108,580	69,748	64.2%	33,996	
1024008710 Staff Wages - Public Works	201,240	479,750	278,510	58.1%	192,838	
1024008800 Employee Benefits	94,098	213,090	118,992	55.8%	81,823	
1024008825 Uniforms & Clothing Allowance	3,765	5,700	1,935	33.9%	1,820	
TOTAL OPERATING EXPENSES	\$ 550,468	\$ 1,225,270	\$ 674,802		\$ 465,358	
NET OPERATING INCOME	\$ (546,864)	\$ (1,216,470)	\$ (669,606)	55.0%	\$ (464,858)	
1024009000 Capital Purchases	96,005	207,170	111,165	53.7%	7,046	
1024009800 Transfer to Reserves	-	115,000	115,000	100.0%	-	
1024009805 Transfer from Reserve Capital Purchases	-	(207,170)	(207,170)	100.0%	-	
1024009810 Transfer from Accumulated Surplus	-	(2,500)	(2,500)	100.0%	-	
1024009998 Overhead Expenses	(173,656)	(347,300)	(173,644)	50.0%	(165,480)	
1024009999 Allocated Services	(495,236)	(990,470)	(495,234)	50.0%	(439,065)	
	\$ (22,419)	\$ -	\$ 22,419		\$ (132,141)	
NET CONTRIBUTION TO (FROM)	\$ 47,804	\$ -	\$ (47,804)		\$ 132,141	

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COMMERCIAL LEASES

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1015004200 Commercial Leases	\$ 202,337	\$ 625,002	\$ (422,665)	-67.6%	\$ 197,601	
1015004201 CL- Public Works	3,052	8,700	(5,648)	-64.9%	2,982	
1015004202 CL - Bylaw Enforcement	12,386	35,200	(22,814)	-64.8%	12,141	
1015004900 Miscellaneous Revenue	663	-	663	0.0%	11,455	
	<u>\$ 218,438</u>	<u>\$ 668,902</u>	<u>\$ (450,464)</u>		<u>\$ 224,179</u>	
EXPENDITURES						
1025005300 Building Maintenance Materials	\$ 7,772	\$ 8,000	\$ 228	2.9%	4,617	
1025005375 Contract Services	1,140	-	-	0.0%	2,547	
1025005900 Garbage Collection & Recycling	7,109	18,347	11,238	61.3%	6,939	
1025006000 Grounds Maintenance Materials	-	2,800	2,800	100.0%	-	
1025006100 Commercial Insurance	19,650	39,300	19,650	50.0%	16,750	
1025006810 Bank Charges	678	-	(678)	0.0%	329	
1025007500 Sewer	-	570	570	100.0%	-	
1025008000 Propane & Natural Gas	320	500	180	36.0%	358	
1025008005 Hydro Consumption	3,983	5,120	1,137	22.2%	4,463	
1025008020 Water	-	590	590	100.0%	-	
1025008201 Signage	76	1,200	1,124	93.7%	-	
TOTAL OPERATING EXPENSES	<u>\$ 40,728</u>	<u>\$ 76,427</u>	<u>\$ 35,699</u>		<u>\$ 36,003</u>	
NET OPERATING INCOME	<u>\$ (40,728)</u>	<u>\$ (76,427)</u>	<u>\$ (35,699)</u>	46.7%	<u>\$ (36,003)</u>	
1025009000 Capital Purchases	-	128,070	128,070	100.0%	15,682	
1025009800 Transfer to Reserves	-	158,780	158,780	100.0%	-	
1025009805 Transfer from Reserve Capital Purchases	-	(28,070)	(28,070)	100.0%	-	
1025009810 Transfer from Accumulated Surplus	-	(100,000)	-	0.0%	-	
1025009998 Overhead Expenses	129,794	259,589	129,795	50.0%	119,484	
1025009999 Allocated Services	39,436	78,870	39,434	50.0%	40,150	
	<u>\$ 209,958</u>	<u>\$ 573,666</u>	<u>\$ 363,708</u>		<u>\$ 211,319</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ 8,480</u>	<u>\$ 95,236</u>	<u>\$ 86,756</u>		<u>\$ 12,860</u>	

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RESIDENTIAL LEASES

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
<u>REVENUE</u>						
1016004100 Residential Leases	\$ 679,508	\$ 679,669	\$ (161)	0.0%	\$ 658,686	
1016004102 Residential Area Reserve	12,025	12,000	25	0.2%	12,000	
1016004103 Foreshore Reserve	24,050	24,000	50	0.2%	24,000	
1016004101 RL - Bylaw Enforcement	103,235	103,230	5	0.0%	100,227	
1016004110 Delinquent Fees	3,222	5,400	(2,178)	-40.3%	3,647	
1016004700 Lease Services- OTHER	22,125	35,000	(12,875)	-36.8%	29,650	
1016004611 Lease Services- STVR/BL	55,475	45,000	10,475	23.3%	42,600	Licencing
	<u>\$ 899,640</u>	<u>\$ 904,299</u>	<u>\$ (4,659)</u>		<u>\$ 870,810</u>	
<u>EXPENDITURES</u>						
1026005375 Contract Services	\$ 113	\$ -	\$ (113)	0.0%	\$ 2,500	
1026005900 Garbage Collection & Recycling	36,296	100,535	64,239	63.9%	36,162	
1026006100 Commercial Insurance	3,900	7,800	3,900	50.0%	3,350	
1026006812 Point of Sales Fees	676	-	-	0.0%	363	
1026008005 Hydro Consumption	11,009	37,000	25,991	70.2%	12,365	
TOTAL OPERATING EXPENSES	<u>\$ 51,994</u>	<u>\$ 145,335</u>	<u>\$ 93,341</u>		<u>\$ 54,740</u>	
NET OPERATING INCOME	<u>\$ 847,646</u>	<u>\$ 758,964</u>	<u>\$ (88,682)</u>	-11.7%	<u>\$ 816,070</u>	
1026009000 Capital Purchases	-	10,000	10,000	100.0%	-	
1026009800 Transfer to Reserves	-	63,230	63,230	100.0%	-	Main Beach, Milfoil, Residential
1026009810 Transfer from Accumulated Surplus	-	(10,000)	(10,000)	100.0%	-	Area & Foreshore
1026009998 Overhead Expenses	204,212	408,425	204,213	50.0%	179,048	
1026009999 Allocated Services	162,790	325,580	162,790	50.0%	151,110	
	<u>\$ 418,996</u>	<u>\$ 942,570</u>	<u>\$ 523,574</u>		<u>\$ 384,898</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ 480,644</u>	<u>\$ (38,271)</u>	<u>\$ (518,915)</u>		<u>\$ 485,912</u>	

CULTUS LAKE PARK

2022 Financial Report

For the SIX Months Ending June 30, 2022, with comparative figures for 2021

GENERAL ADMINISTRATION

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1017004800 Interest Earned	\$ 33,704	\$ 40,000	\$ (6,296)	-15.7%	\$ 17,024	Land Sale/ICBC Rebates
1017004900 Miscellaneous Revenue/Encroachment	32,908	2,000	30,908	1545.4%	9,631	
1017004904 Donations	2,234	-	2,234	0.0%	25,118	
1017004915 Dog Licenses	520	500	20	4.0%	360	
	\$ 69,366	\$ 42,500	\$ 26,866		\$ 52,133	
EXPENDITURES						
1027005000 Advertising	\$ 150	\$ 1,500	\$ 1,350	90.0%	\$ -	
1027005100 Accounting & Auditing Fees	2,782	18,450	15,668	84.9%	2,981	
1027005175 Board Level Expenses	1,853	17,000	15,147	89.1%	1,856	
1027005300 Building Maintenance Materials	659	3,100	2,441	78.7%	141	
1027005375 Contract Services	10,000	36,400	26,400	72.5%	22,900	
1027005400 Conferences/Meetings	221	11,000	10,779	98.0%	-	
1027005500 Data Processing	44,334	16,500	(27,834)	-168.7%	22,623	
1027005700 Education & Training	1,850	5,000	3,150	63.0%	-	
1027005750 Election Expenses	350	18,000	17,650	98.1%	-	
1027005800 Equipment Maintenance	-	1,000	1,000	100.0%	119	
1027006100 Commercial Insurance	8,950	17,900	8,950	50.0%	7,800	
1027006200 Vehicle Insurance	725	1,650	925	56.1%	885	
1027006400 Legal Fees	42,355	100,000	57,645	57.6%	80,091	
1027006450 Professional Fees	-	20,000	20,000	100.0%	15,081	
1027006600 Membership Dues & Subscriptions	1,649	3,700	2,051	55.4%	1,945	
1027006800 Office Supplies & Expenses	4,391	9,000	4,609	51.2%	4,436	
1027006801 Staff Recognition Expenses	145	6,000	5,855	97.6%	-	
1027006800 Breakroom Supplies	679	5,000	4,321	86.4%	-	
1027006812 Bank Charges/Point of Sale Fees	6,430	13,000	6,570	50.5%	6,438	
1027006815 Postage & Courier	4,999	4,000	(999)	-25.0%	2,835	
1027006820 Equipment Leases	6,021	15,600	9,579	61.4%	5,302	
1027006822 Office Furniture	2,247	4,000	1,753	43.8%	1,697	
1027007000 Printing Expense	696	1,000	304	30.4%	160	
1027007100 Public Relations	-	4,000	4,000	100.0%	1,204	
1027007400 Security Systems & Supplies	443	1,000	557	55.7%	443	
1027007500 Sewer & Septic System Maintenance	-	570	570	100.0%	-	
1027007700 Special Events - CWFPF	-	5,000	5,000	100.0%	-	
1027007800 Telephone	8,574	9,000	426	4.7%	6,096	
1027007900 Travel Expense	260	2,000	1,740	87.0%	-	
1027008000 Propane & Natural Gas	1,241	2,000	759	38.0%	972	
1027008005 Hydro Consumption	1,375	3,500	2,125	60.7%	1,780	
1027008020 Water	-	590	590	100.0%	-	
1027008100 Vehicle Maintenance/Fuel	266	800	534	66.8%	130	
1027008500 Commissioners Indemnity	44,911	88,180	43,269	49.1%	43,225	
1027008600 Management Salaries	63,962	158,100	94,138	59.5%	59,212	
1027008601 Finance Salaries	77,498	174,550	97,052	55.6%	63,672	
1027008710 Staff Wages - CO/Communications	76,535	193,160	116,625	60.4%	39,930	
1027008715 Staff Wages - Admin / CSR	44,383	89,000	44,617	50.1%	43,807	
1027008800 Employee Benefits	78,294	163,530	85,236	52.1%	63,991	
TOTAL OPERATING EXPENSES	\$ 539,228	\$ 1,223,780	\$ 684,552		\$ 501,752	
NET OPERATING INCOME	\$ (469,862)	\$ (1,181,280)	\$ (711,418)	60.2%	\$ (449,619)	
1027009000 Capital Purchases	2,825	58,570	55,745	95.2%	137,731	
1027009800 Transfer to Reserves	-	50,000	50,000	100.0%	-	
1027009805 Transfer from Reserve Capital	-	(33,570)	(33,570)	100.0%	-	
1027009810 Transfer from Accumulated Surplus	-	(41,000)	(41,000)	100.0%	-	
1027009998 Overhead Expenses	(539,270)	(1,078,540)	(539,270)	50.0%	(492,205)	
1027009999 Allocated Services	(68,370)	(136,740)	(68,370)	50.0%	(68,905)	
	\$ (65,587)	\$ 42,500	\$ 108,087		\$ 78,373	
NET CONTRIBUTION TO (FROM)	\$ 134,953	\$ -	\$ (134,953)		\$ (26,240)	

CULTUS LAKE PARK

2022 Financial Report

For the SIX Months Ending June 30, 2022, with comparative figures for 2021

COMMUNITY HALL

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1018004920 Community Hall Rentals	\$ 1,606	\$ 11,950	\$ (10,344)	-86.6%	\$ (326)	Due to the pandemic, the majority of the Hall rentals were cancelled in 2021. Flood recovery caused the community Hall to be closed in Q1 of 2022.
EXPENDITURES						
1028005300 Building Maintenance Materials	\$ 4,583	\$ 3,500	\$ 1,083	-30.9%	\$ 330	
1028005375 Contract Services	21,879	-	(21,879)	0.0%	\$ -	Flood Recovery Expenses
1028005500 Data Processing	480	-	(480)	0.0%	\$ -	
1028006000 Grounds Maintenance Materials	1,304	1,000	304	-30.4%		
1028006100 Commercial Insurance	5,000	10,000	5,000	50.0%	4,300	
1028007500 Sewer	-	570	570	100.0%	-	
1028007800 Telephone	115	200	85	42.5%	115	
1028008000 Propane & Natural Gas	1,834	1,900	66	3.5%	1,170	
1028008005 Hydro Consumption	824	1,600	776	48.5%	369	
1028008020 Water	-	590	590	100.0%	-	
TOTAL OPERATING EXPENSES	\$ 36,019	\$ 19,360	\$ 16,659		\$ 6,284	
NET OPERATING INCOME	\$ (34,413)	\$ (7,410)	\$ 27,003	-364.4%	\$ (6,610)	
1028009000 Capital Purchases	-	5,570	5,570	100.0%	-	
1028009800 Transfer to Reserves	-	10,000	10,000	100.0%	-	
1028009998 Overhead Expenses	12,200	24,400	12,200	50.0%	15,900	
1028009999 Allocated Services	7,780	15,560	7,780	50.0%	10,935	
	\$ 55,999	\$ 69,320	\$ 13,321		\$ 33,119	
NET CONTRIBUTION TO (FROM)	\$ (54,393)	\$ (57,370)	\$ (2,977)		\$ (33,445)	

CULTUS LAKE PARK
2022 Financial Report

For the SIX Months Ending June 30, 2022, with comparative figures for 2021

FORESHORE LEASE

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
<u>REVENUE</u>						
1018504936 Boat Mooring - Public Areas/VS	\$ 41,333	\$ 52,750	\$ (11,417)	-21.6%	\$ 41,781	
1018504941 Foreshore Reserve Revenue	53,150	56,250	(3,100)	-5.5%	52,750	
1018504900 Delinquency Fees	1,500	-	1,500	0.0%	1,500	
1018504900 Miscellaneous Revenue	954,463	-	-	0.0%	-	Dock Insurance Funds
	<u>\$ 1,050,446</u>	<u>\$ 109,000</u>	<u>\$ (13,017)</u>		<u>\$ 96,031</u>	
<u>EXPENDITURES</u>						
1028505375 Contract Services	\$ 112,178	\$ -	\$ (112,178)	0.0%	\$ -	Flood Recovery Expenses
1028505800 Equipment Maintenance	-	1,500	1,500	100.0%	-	
1028505820 Equipment Fuel	-	800	800	100.0%	-	
1028505850 Floats & Buoys	535	10,000	9,465	94.7%	598	
1028506000 Grounds Maintenance Materials	-	10,000	10,000	100.0%	-	
1028506100 Commercial Insurance	9,400	18,800	9,400	50.0%	8,200	
1028506200 Vehicle Insurance	62	100	38	38.0%	64	
1028506500 Licences & Permits	-	1,100	1,100	100.0%	60	
1028507000 Printing Expense	-	150	150	100.0%	-	
1028508100 Vehicle Maintenance/Fuel	-	200	200	100.0%	47	
1028508200 Foreshore Maintenance (Wharfs)	2,647	15,000	12,353	82.4%	7,880	
1028508201 Signage	1,049	1,000	(49)	-4.9%	-	
TOTAL OPERATING EXPENSES	<u>\$ 125,871</u>	<u>\$ 58,650</u>	<u>-\$ 67,221</u>		<u>\$ 16,849</u>	
NET OPERATING INCOME	<u>\$ 924,575</u>	<u>\$ 50,350</u>	<u>\$ (874,225)</u>	-1736.3%	<u>\$ 79,182</u>	
1028509000 Capital Purchases	31,230	212,000	180,770	85.3%	16,478	Foreshore Erosion, Boat Launch Repairs and Milfoil
1028509800 Transfer to Reserves	-	56,250	56,250	100.0%	-	
1028509805 Transfer from Reserve Capital Purchases	-	(212,000)	(212,000)	100.0%	-	
1028509998 Overhead Expenses	126,806	253,610	126,804	50.0%	121,565	
1028509999 Allocated Services	33,580	67,160	33,580	50.0%	44,215	
	<u>\$ 317,487</u>	<u>\$ 435,670</u>	<u>\$ 118,183</u>		<u>\$ 199,107</u>	
	<u>\$ 732,959</u>	<u>\$ (326,670)</u>	<u>\$ (1,059,629)</u>		<u>\$ (103,076)</u>	

CULTUS LAKE PARK

2022 Financial Report

For the SIX Months Ending June 30, 2022, with comparative figures for 2021

PUBLIC AREAS

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
REVENUE						
1019004700 Tree Removal Fees	\$ 4,100	\$ 1,500	\$ 2,600	173.3%	\$ 28,440	
1019004900 Miscellaneous Revenue	6,050	15,000	(8,950)	-59.7%	2,228	
1019004910 Pay Parking	221,693	883,000	(661,307)	-74.9%	333,891	
1019004926 Infrastructure Reserve	12,639	46,100	(33,461)	-72.6%	17,314	
1019004927 Foreshore Reserve	5,415	19,700	(14,285)	-72.5%	7,421	
	<u>\$ 249,897</u>	<u>\$ 965,300</u>	<u>\$ (715,403)</u>		<u>\$ 389,294</u>	
EXPENDITURES						
1029005300 Building Maintenance Materials	\$ 1,790	\$ 6,300	\$ 4,510	71.6%	\$ 2,651	
1029005355 Main Beach Events Grant	-	12,000	12,000	100.0%	-	
1029005360 Commemorative Benches	-	1,900	1,900	100.0%	-	
1029005375 Contract Services	29,948	46,600	16,652	35.7%	50,869	Precise Parklink/Public Washroom Facilities
1029005800 Equipment Maintenance	-	1,000	1,000	100.0%	902	
1029005900 Garbage Collection & Recycling	2,368	7,300	4,932	67.6%	3,261	
1029006000 Grounds Maintenance Materials	10,377	55,000	44,623	81.1%	11,238	
1029006010 General Maintenance	5,633	20,000	14,367	71.8%	5,913	
1029006100 Commercial Insurance	13,050	26,100	13,050	50.0%	10,450	
1029006300 Janitorial Contracts/Supplies	6,829	14,000	7,171	51.2%	13,412	
1029006810 Bank Charges	-	500	500	100.0%	227	
1029006812 Point of Sale Fees	9,204	17,000	7,796	45.9%	16,331	
1029006820 Equipment Leases	8,796	17,400	8,604	49.4%	11,563	Parking Meters
1029007000 Printing Expense	-	500	500	100.0%	-	
1029007200 Roads & Parking Maintenance	13,270	12,000	(1,270)	-10.6%	3,890	
1029007300 Vandalism Repairs	417	2,500	2,083	83.3%	30	
1029008005 Hydro Consumption	4,238	8,300	4,062	48.9%	3,402	
1029008201 Signage	4,772	6,500	1,728	26.6%	784	
TOTAL OPERATING EXPENSES	<u>\$ 110,692</u>	<u>\$ 254,900</u>	<u>\$ 144,208</u>		<u>\$ 134,923</u>	
NET OPERATING INCOME	<u>\$ 139,205</u>	<u>\$ 710,400</u>	<u>\$ 571,195</u>	80.4%	<u>\$ 254,371</u>	
1029009000 Capital Purchases	298,097	656,650	358,553	54.6%	627,473	Main Beach Washrooms, Munroe Retaining Wall, Irrigation
1029009800 Transfer to Reserves	-	212,440	212,440	100.0%	-	
1029009805 Transfer from Reserve Capital Purchases	-	(621,650)	(621,650)	100.0%	-	
1029009998 Overhead Expenses	281,650	563,300	281,650	50.0%	239,925	
1029009999 Allocated Services	166,368	332,741	166,373	50.0%	132,450	
	<u>\$ 856,807</u>	<u>\$ 1,398,381</u>	<u>\$ 541,574</u>		<u>\$ 1,134,771</u>	
NET CONTRIBUTION TO (FROM)	<u>\$ (606,910)</u>	<u>\$ (433,081)</u>	<u>\$ 173,829</u>		<u>\$ (745,477)</u>	

CULTUS LAKE PARK
2022 Financial Report

For the SIX Months Ending June 30, 2022, with comparative figures for 2021

Community Events Committee

	2022 Actual YTD	2022 Annual Budget	Variance \$	Variance %	2021 Actual YTD	Variance Comments
<u>REVENUE</u>						
1019504900 Miscellaneous Revenue	\$ 14,138	\$ 10,404	\$ 3,734	35.9%	\$ 220	Beer Gardents, Vendors and Donations
1018504901 CEAC-Sponsorship - CEAC	13,150	-	13,150	0.0%	-	Sponsorship
1019504902 Public Areas - Contribution	-	12,000	(12,000)	-100.0%	-	
1019504996 Grants from other Agency's	5,500	14,500	(9,000)	-62.1%	-	Cultus Lake Days Grants
	<u>\$ 32,788</u>	<u>\$ 36,904</u>	<u>\$ (4,116)</u>		<u>\$ 220</u>	
<u>EXPENDITURES</u>						
1029506800 Office Supplies & Misc. Expenses	\$ -	\$ 875	\$ 875	100.0%	\$ -	
1029507700 Special Events CEAC	34,982	35,530	548	1.5%	-	
1029509800 Transfer to (from) Reserves	-	499	499	100.0%	-	
	<u>\$ 34,982</u>	<u>\$ 36,904</u>	<u>\$ 1,922</u>		<u>\$ -</u>	
	<u>\$ (2,194)</u>	<u>\$ -</u>	<u>\$ 2,194</u>		<u>\$ 220</u>	



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0550-70
SUBMITTED BY: Erica Lee
Chief Financial Officer
SUBJECT: 2022 Second Quarter Parking Report

PURPOSE:

To provide the Board with an overview of parking revenue for the Second Quarter of 2022.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the 2022 Second Quarter Parking Report for information.*

DISCUSSION:

In the Second Quarter, as seen in Table 1, parking revenue totaled \$146,740 and net parking revenue after parking expenses totaled \$132,390. This is a decrease of almost \$89,000 net parking revenue for the Second Quarter of 2021. This decrease is understandable as the weather in 2022 was quite cold and rainy right through June, where May and June were very warm and sunny in 2021.

Expenses for the Second Quarter of 2022 were \$14,350, which is \$41,230 lower than in 2021. Expenses were higher than normal in 2021 as there were additional expenses related to the Park taking over the management of the parking meters and expenses related to getting the meters all in working order. These expenses were for things like changing the locks in the meters, getting the meters reprogrammed to work with our new parking software, having a training session on the meters, updating all the batteries in the meters and updating some of the keypads in the meters.

Year to date parking revenue, net of GST totals \$166,733 which is a decrease of \$123,100 from 2021. The parking revenue budget year to date, up to the end of June, is \$221,000, therefore revenue is currently in a deficit position of just over \$54,000.

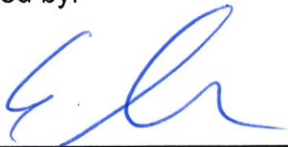
The \$1 per transaction infrastructure fee has also added an additional \$17,860 (2021-\$24,600) from January to June to be placed in the Park's capital reserves.

The tables attached show the Second Quarter Revenue (1), Expenses (2) and Net Revenue (3).

STRATEGIC PLAN:

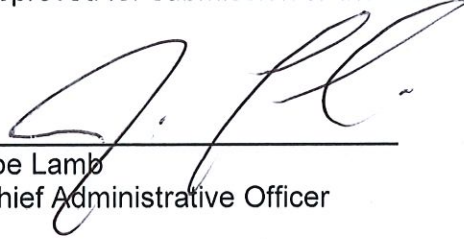
This report does not impact the Board's Strategic Plan Initiative.

Prepared by:



Erica Lee, CPA, CA
Chief Financial Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer

Table 1 -

Parking Revenue				
Month	Revenue 2019	Revenue 2020	Revenue 2021	Revenue 2022
Jan	3,731.95	977.00	2,292.62	2,538.19
Feb	1,269.33	2,483.19	2,477.90	5,315.33
Mar	15,158.29	5,045.90	8,414.29	12,138.31
Apr	12,342.52	-	17,879.90	16,861.28
May	40,942.76	21,066.33	68,042.10	34,374.67
Jun	94,167.54	51,735.29	190,725.22	95,505.64
Jul	174,980.69	178,871.81	369,153.90	-
Aug	208,401.33	191,850.19	232,956.90	-
Sep	39,104.43	56,447.76	45,544.95	-
Oct	4,283.76	5,194.02	6,286.58	-
Nov	1,978.62	2,735.52	1,000.05	-
Dec	1,792.38	1,816.76	1,249.96	-
Total	598,153.60	518,223.77	946,024.37	166,733.42

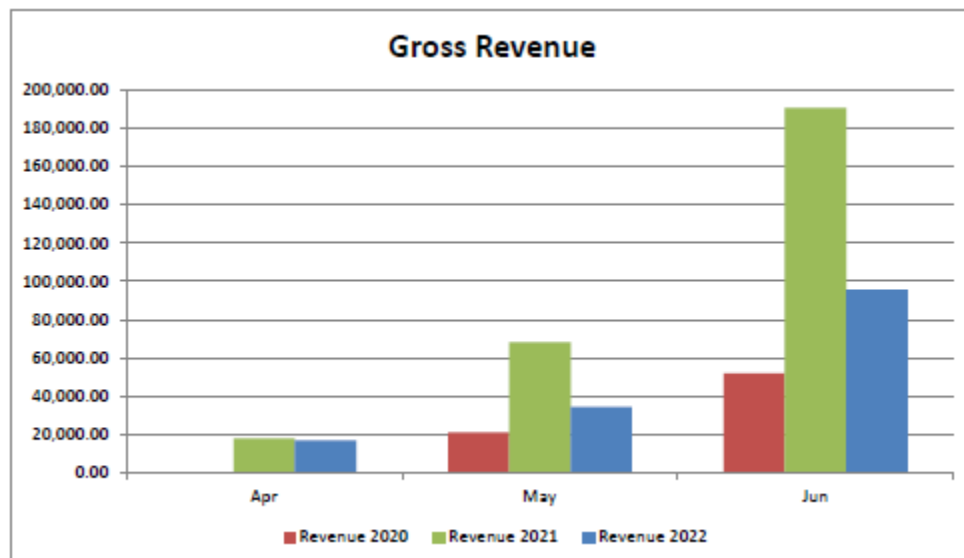


Table 2 -

Parking Expenses				
Month	Expense 2019	Expense 2020	Expense 2021	Expense 2022
Jan	2,590.95	2,426.76	2,866.70	2,063.70
Feb	2,573.33	2,496.64	3,134.19	2,240.81
Mar	3,326.11	2,857.83	7,328.65	2,546.76
Apr	4,344.56	2,469.63	5,985.43	2,990.29
May	6,080.67	3,672.57	4,911.41	3,799.20
Jun	9,620.09	8,227.19	44,683.26	7,560.93
Jul	14,445.12	14,569.52	23,017.96	-
Aug	19,244.06	17,500.97	18,033.66	-
Sep	10,398.74	10,513.22	8,797.80	-
Oct	4,089.52	4,859.70	2,900.94	-
Nov	2,567.19	3,213.73	1,966.98	-
Dec	2,477.87	2,807.38	1,960.13	-
Total	81,758.21	75,615.14	125,587.11	21,201.69

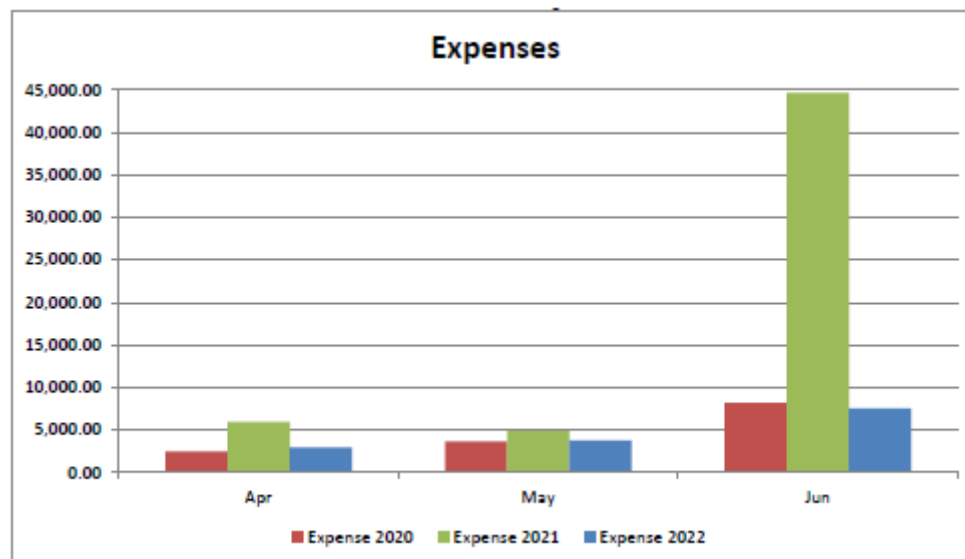
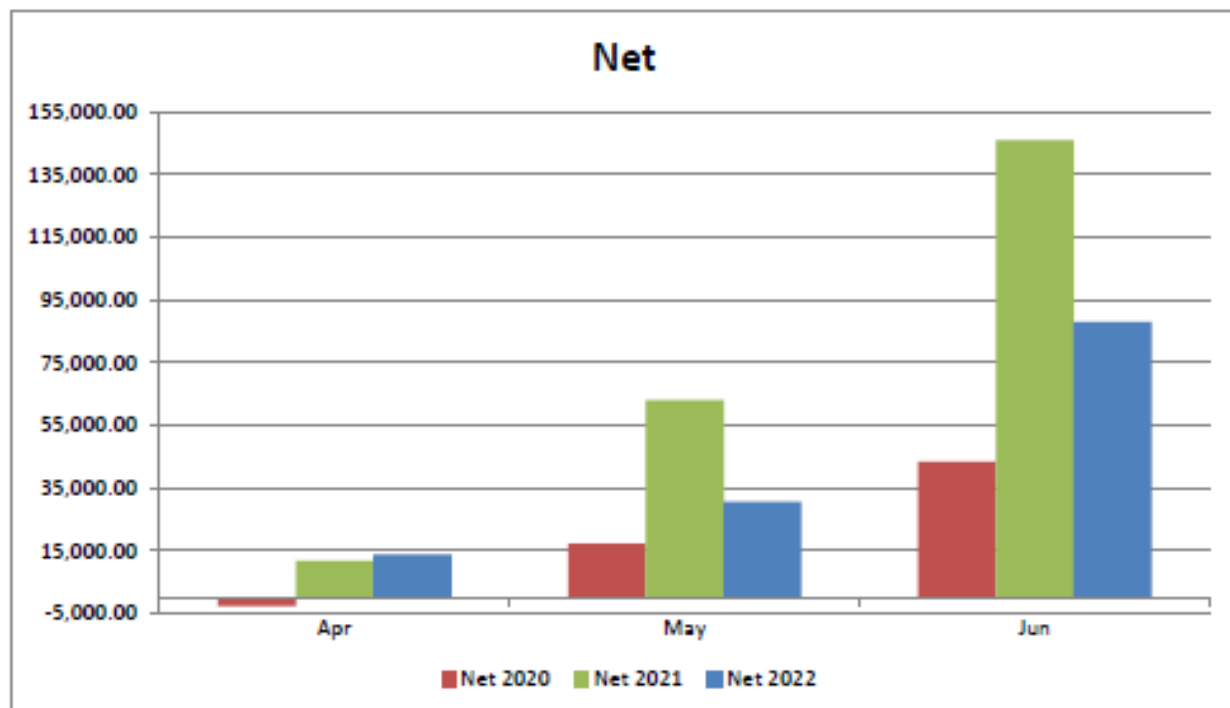


Table 3 -

Net Parking Revenue				
Month	Net 2019	Net 2020	Net 2021	Net 2022
Jan	1,141.00	(1,449.76)	(574.08)	474.49
Feb	(1,304.00)	(13.45)	(656.29)	3,074.52
Mar	11,832.18	2,188.07	1,085.64	9,591.55
Apr	7,997.96	(2,469.63)	11,894.47	13,870.99
May	34,862.09	17,393.76	63,130.69	30,575.47
Jun	84,547.45	43,508.10	146,041.96	87,944.71
Jul	160,535.57	164,302.29	346,135.94	-
Aug	189,157.27	174,349.22	214,923.24	-
Sep	28,705.69	45,934.54	36,747.15	-
Oct	194.24	334.32	3,385.64	-
Nov	(588.57)	(478.21)	(966.93)	-
Dec	(685.49)	(990.62)	(710.17)	-
Total	516,395.39	442,608.63	820,437.26	145,531.73





CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0550-70

SUBMITTED BY: Dave Driediger,
Manager of Park Operations

SUBJECT: Public Works 2022 Second Quarter Report

PURPOSE:

To provide the Board with an update on Public Works tasks and projects completed during the second quarter of 2022.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the Public Works 2022 Second Quarter Report for information.

DISCUSSION:

The following list summarizes various tasks and projects completed by Public Works staff over the second quarter of 2022.

Commercial Leases:

- Buildings, grounds, and parking lot maintenance - 29 days labour
- Garbage collection - 4 days labour
- Janitorial service - 36 days labour

Community Hall:

- Building and grounds maintenance - 10 days labour
- Janitorial service and rental set up - 15 days labour

Fire Hall:

- Building and equipment maintenance - 10 days labour
- Emergency response and administration - 16 days labour

Foreshore:

- Wharf, swim line and buoy maintenance - 27 days labour
- Debris removal - 8 days labour

Park Office:

- Building and grounds maintenance - 7 days labour

Public Areas:

- Buildings and structure maintenance - 50 days labour
- Daily parking lot opening - 5 days labour
- Environment and Public Areas Planning Committee work - 18 days labour
- Garbage collection and inspections - 52 days labour
- Grounds and tree maintenance - 110 days labour
- Janitorial service - 49 days labour
- Roads and parking maintenance - 16 days labour

Public Works:

- Administration - 32 days labour
- Fleet and equipment maintenance - 13 days labour
- Yard and buildings maintenance - 8 days labour

Residential Leases:

- Grounds and tree maintenance - 5 days labour
- Roads and drainage maintenance - 4 days labour

Sunnyside Campground:

- Buildings and structure maintenance - 23 days labour
- Grounds and tree maintenance - 10 days labour
- Janitorial service - 5 days labour
- Roads and parking maintenance - 4 days labour
- Site maintenance - 62 days labour
- Water and sewer maintenance - 18 days labour

Visitor Services/Cabins:

- Buildings and grounds maintenance - 13 days labour
- Janitorial service - 9 days labour

STRATEGIC PLAN:

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

Prepared by:



Dave Driediger
Manager of Park Operations

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0550

SUBMITTED BY: Rachel Litchfield
Manager of Corporate Services / Corporate Officer

SUBJECT: 2022 Bylaw Compliance & Enforcement Second Quarter Report

PURPOSE:

To provide the Cultus Lake Park Board with an update on Bylaw Compliance and Enforcement throughout the Park for the Second Quarter of 2022.

RECOMMENDATION:

***THAT** the Cultus Lake Park Board receive the Bylaw Compliance and Enforcement 2022 Second Quarter Report for information.*

DISCUSSION:

The following is a breakdown of statistics relating to Bylaw Compliance and Enforcement from April 1, 2022 to June 30, 2022.

The layout to the stats is updated to show the fines and written warnings but to also capture the estimated number of issues per bylaw.

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.

Fines & Written Warnings

2022 Statistics	Zones 1 & 2	Zone 3 & 4	Total
Written / Fines Warnings	250	1651	1901
Verbal Evictions	0	0	0
Written Evictions	0	0	0
RCMP	1	NA	1
Emergency Medical Services	NA	NA	NA
TOTALS	251	1651	1902

<u>Bylaw Name</u>	<u>Estimate number of issues</u>
Parking and Traffic Regulations Bylaw	1551
Management of Public Areas Bylaw	61
Property Maintenance Bylaw	25
Short Term Rental Bylaw	10
Noise Regulation Bylaw	5
Encroachment Bylaw	13
Boating and Foreshore Bylaw	31
Tree and Plant Bylaw	2
Animal Control Bylaw	31
No Smoking Bylaw	30
Littering Bylaw	3
Canvassing, Panhandling and Busking Bylaw	0
Sunnyside Campground Bylaw	215
Cabins at Cultus Lake Bylaw	0
Burning Conditions & Restrictions	10
TOTAL	1987

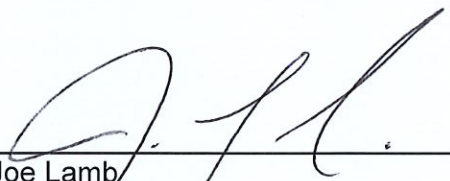
STRATEGIC PLAN:

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

Prepared by:

Approved for submission to the Board:


 Rachel Litchfield
 Manager of Corporate Services /
 Corporate Officer


 Joe Lamb
 Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0550
SUBMITTED BY: Carly Volk,
Manager of Sunnyside Campground and Accommodation
SUBJECT: 2022 Sunnyside Campground and Cabins Second Quarter Report

PURPOSE:

To provide the Board with an update on Sunnyside Campground and the Cultus Lake Cabins for the Second Quarter of 2022.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the Campground and Cabins Second Quarter report for information

DISCUSSION:

This report provides information to the Board about activities in the Sunnyside Campground and Cultus Lake Cabins for the Second Quarter of 2022.

Sunnyside Campground

Several projects were completed including, paving of Beach Drive, construction of the new managers office, installation of irrigation near the group sites, and renovations to washrooms 7, and 8.

The 2022 camping season commenced on April 1st for overnight campers. Seasonal Move-In took place on April 9th and 10th.

With the easing of Covid-19 restrictions staff were able to host a family Easter Event once again at the campground and opened the group campsites to full capacity.

As of the end of June 2022, Sunnyside was approximately \$98,133 lower in revenue compared to the same time in 2021. The lower occupancy rate was most likely due to the poor weather conditions experienced this Spring.

Cultus Lake Cabins

Cabin revenue for April – June 2022 was \$4,206 lower in comparison to the same time last year, this was due to poor weather conditions, as well as ease of travel restrictions to allow guests to travel further from home.

A cabin refresh was completed, with exterior paint on all cabins.

STRATEGIC PLAN:

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

Prepared by:



Carly Volk
Manager of Sunnyside Campground
and Accommodations

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: Aug 4, 2022 **FILE:** 0550

SUBMITTED BY: Warren Mazuren
Fire Chief

SUBJECT: 2022 Fire Department Second Quarter Report

PURPOSE:

To provide the Board with information on the activities of the Cultus Lake Volunteer Fire Department for the months of April, May, June of 2022.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the 2022 Fire Department Second Quarter report for information.

BACKGROUND:

The Second Quarter of 2022 was a little below average in call volume compared to last year's Second quarter.

There were six (6) calls in April, seventeen calls in May, and fifteen (15) calls in June of 2022. For a total of thirty-eight (38) calls in the Second Quarter.

There was forty-five (45) calls in the Second Quarter of 2022.

Fifteen (15) calls were in the "FVRD Electoral H", sixteen (16) calls were in Cultus Lake Park, and seven (7) calls were on Soowahlie First Nation.

CLVFD members attended and completed the annual CPR-C refresher course held at the Fire Hall.

Our two new members, Mitch Isaak and Aaron Henry, completed their basic training and received their pagers and are reporting to calls.

The CLVFD continued with maintenance training as required by the Playbook. In house training was utilized during these months as most of the training opportunities we usually attend were postponed.

In June the CLVFD participated in the annual Cultus Lake Day event by hosting the pancake breakfast which saw over eight hundred (800) guests join us for breakfast, attended the

Parade through the Park and helped with the Fireworks Finale at the end of the event.

The CLVFD would like to formally thank the **Cultus Lake Golf Club** for donating and also cooking the sausages for the pancake breakfast. Without their support we would not have had a successful breakfast.

There were no fires of note in the Second Quarter of 2022.

Please be Fire Smart during the hot summer months. Do your part to Fire Smart your property!

STRATEGIC PLAN:

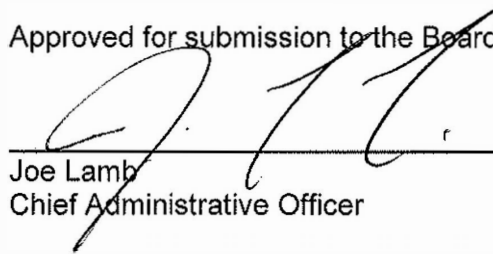
This report does not impact the Board's Strategic Plan Initiative.

Prepared by:



Warren Mazuren
Fire Chief

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 3, 2022

FILE: 0870

SUBMITTED BY: Tricia Schmuland, Leasing Clerk

SUBJECT: Lease Assignments | Second Quarter 2022

PURPOSE:

To provide the Board with an update of the residential lease assignments and lease administration activity that occurred during the months of April through June 2022.

RECOMMENDATION:

THAT the Cultus Lake Park Board receive the 2022 Lease Assignments Second Quarter report for information.

DISCUSSION:

During the second quarter of 2022, the Park processed the following: (6) family assignment and (8) residential assignments: lease transfers totaling (14) for the quarter; and

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

(8) Mortgage Refinances/Filing Mortgages; and (11) Mortgage Discharges.

DATE OF ASSIGNMENT: APRIL 1, 2022

PROPERTY: 310 MUNROE, CULTUS LAKE BC V2R 5A2

SALE PRICE: \$1,930,000

DATE OF ASSIGNMENT: APRIL 14, 2022

PROPERTY: 28 LAKESHORE DR, CULTUS LAKE BC V2R 4Z9

SALE PRICE: \$1,525,000

DATE OF ASSIGNMENT: **APRIL 14, 2022**
PROPERTY: **510 PARK Dr, CULTUS LAKE BC V2R 4Z5**
SALE PRICE: **N/A FAMILY TRANSFER**

DATE OF ASSIGNMENT: **APRIL 25, 2022**
PROPERTY: **366 CEDAR ST, CULTUS LAKE BC V2R 4Z1**
SALE PRICE: **\$950,000**

DATE OF ASSIGNMENT: **APRIL 29, 2022**
PROPERTY: **352 PINE ST, CULTUS LAKE BC V2R 4Y9**
SALE PRICE: **\$855,000**

DATE OF ASSIGNMENT: **MAY 12, 2022**
PROPERTY: **510 PARK DR, CULTUS LAKE BC V2R 4Z5**
SALE PRICE: **\$1,620,000**

DATE OF ASSIGNMENT: **MAY 24, 2022**
PROPERTY: **122 FIRST AVE, CULTUS LAKE BC V2R 4Y5**
SALE PRICE: **N/A FAMILY TRANSFER**

DATE OF ASSIGNMENT: **MAY 24, 2022**
PROPERTY: **315 SPRUCE ST, CULTUS LAKE BC V2R 4Y7**
SALE PRICE: **\$1,400,000**

DATE OF ASSIGNMENT: **MAY 27, 2022**
PROPERTY: **183 FIRST AVE, CULTUS LAKE BC V2R 4Z4**
SALE PRICE: **N/A FAMILY TRANSFER**

DATE OF ASSIGNMENT: **MAY 31, 2022**
PROPERTY: **336 BALSAM, CULTUS LAKE BC V2R 4Y8**
SALE PRICE: **\$750,000**

DATE OF ASSIGNMENT: **MAY 31, 2022**

PROPERTY: **251 FIRST AVENUE, CULTUS LAKE BC V2R 4Z2**

SALE PRICE: **N/A – FAMILY TRANSFER**

DATE OF ASSIGNMENT: **MAY 31, 2022**

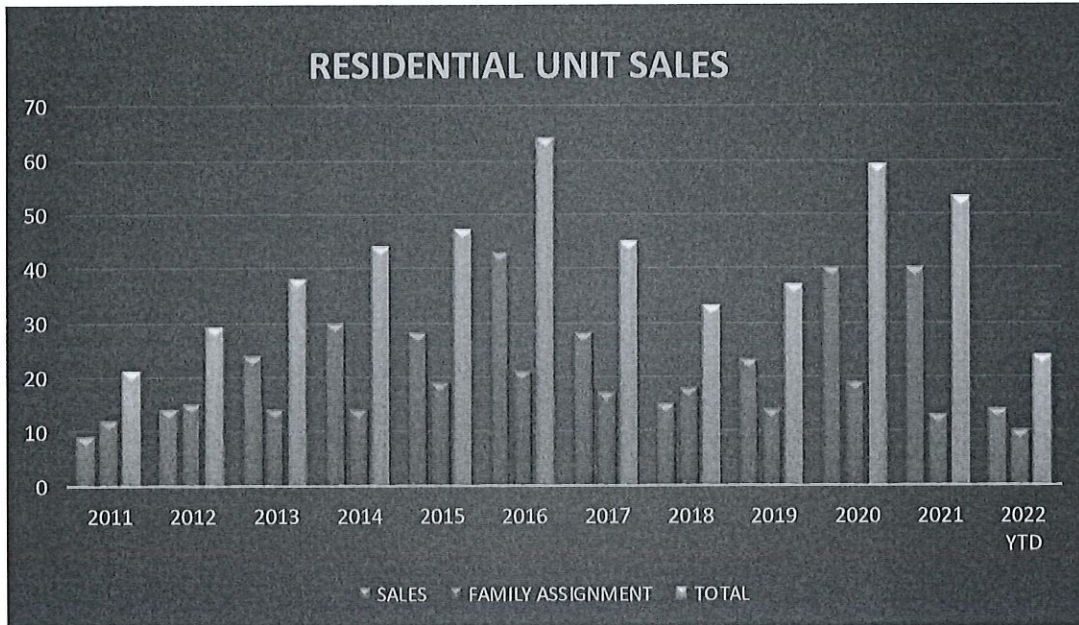
PROPERTY: **224 FIRST AVE, CULTUS LAKE BC V2R 4Y4**

SALE PRICE: **N/A – FAMILY TRANSFER**

DATE OF ASSIGNMENT: **JUNE 28, 2022**

PROPERTY: **417 MAPLE ST, CULTUS LAKE, BC V2R 4Z3**

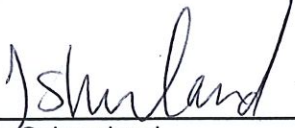
SALE PRICE: **N/A – FAMILY TRANSFER**



STRATEGIC PLAN:

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

Prepared by:



Tricia Schmuland,
Leasing Clerk

Approved for submission to the Board:



Joe Lamb,
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0550
SUBMITTED BY: Joe Lamb, Chief Administrative Officer
SUBJECT: Star Nation Canoe Club Canoe Storage Location

PURPOSE:

The purpose of the report is to provide the Board with information on the Star Nation Canoe Club Canoe storage location.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve the proposed location located at Main Beach grass area by Sweltzer Creek for the storage of Star Nation Canoe Club's canoes; and

THAT the Cultus Lake Park Board request that staff include the consideration of cost for this project in the 2023 budget.

DISCUSSION:

In August, 2018 staff received a letter from Star Nation Canoe Club requesting a safe place to store and access their traditional war canoes at Cultus Lake Park. The Club also made a presentation to the Cultus Lake Park Board.

At the August 15, 2018 Cultus Lake Park Board meeting, Theresa Warbus-Point, Gwen Point and Steven Point invited the Board to work together to locate a canoe storage site close to Main Beach that would be appropriate for housing their eight to twelve canoes.

In the fall of 2018 staff met with Theresa Warbus-Point and Chelan Charlie to discuss canoe storage, the Club's needs and potential sites. Generally, the Club requires space to accommodate a 20m x 6m covered, post and beam shelter and enclosed with secure fencing. Since fall of 2018, additional opportunities became available and on February 7, 2019 the Chief Administrative Officer and Staff met with Gwen Point and Chelan Charlie to view the potential sites below:

- 1) Main Beach – the grass area near Sweltzer Creek

This location was requested by the Club and described to staff as their ideal location given the proximity to the water, availability of parking, playgrounds and access to the west side of the lake where paddlers frequently train.

- 2) Main Beach – Green space near the 2nd Avenue and south of Main Beach

This grassy location was identified by the Club as suitable and upon further examination of the site was required including but not limited to: tree removal, availability of room for future expansion should the Board field additional requests and consideration of proximity to residential areas.

3) A location next to the 76 Sunnyside Blvd. - previously the Sailing Club building

Staff anticipated this location would minimize loss of green space and disruption to residential areas, afford opportunity for expansion should the need arise, provide ease of access via Parking Lot B and Main Beach's south service road, and align with adjacent use of the Sailing Club building.

At the February 20, 2019 Board meeting staff was referred back to invite the Commissioners to undertake a walkabout to discuss the pros and cons for each proposed site and that a report be prepared for the next meeting.

Upon site review, it was suggested that three sites be brought back to the board for consideration as follows:

1. Sunnyside Campground Group Site A

This is the area that a number of paddling/sailing groups presently use. It has direct access to the lake. The issue that would arise is that if more canoe storage was added to this area the group site would not be available for camping. At the time, this was staff's preferred option. This option is not currently recommended due to operation interruptions.

2. A location next to the 76 Sunnyside Blvd. - previously the Sailing Club storage building

The drawback to this location would have been its proximity to the residential area. Understory such as blackberry bushes would have to have been removed to accommodate this use.

3. Location Change

In April of 2019, a report was put forward by the previous CAO proposing the current location of the Star Nation's storage area at the Sunnyside Campground after receiving an email from Theresa Warbus-Point dated March 31, 2019, thus rescinding the proposed location at 76 Sunnyside Blvd and approving that Star Nation be permitted to store their canoes to the south east of where the Sudden Impact and Sailing Club storage site is located at Sunnyside Campground and further to permit a fenced, covered post and beam structure.

In July of 2022, at the Regular Cultus Lake Park Board meeting, Á'a:liya Warbus of the Star Nation Canoe Club presented to the Board in their delegation, a new storage location for their canoes located at Main Beach. In their presentation, they presented that this would be a safer place for them to launch their canoes during their practices in addition to access Lot A. The Board requested that staff make a recommendation at the August Regular Meeting for a new location for the canoe storage location.

Staff have attached reference pictures of the location:

- Attachment #1 are photos of the proposed area at Main Beach
- Attachment #2 are aerial photos indicating the location on Main Beach

The proposed location would be at Main Beach at the grass area near Sweltzer Creek for the canoe storage. The proposed area is 293m² and measures 25m on the north by 13m on the west. The cost to construct the storage containment is approximately \$29,500.

STRATEGIC PLAN:

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

Prepared by:



Joe Lamb
Chief Administrative Officer

Attachment 1

Main Beach





Attachment 2

Site Map



Sweltzer River

49.076394 -121.980525

49.076260 -121.980553

49.076316 -121.980853

49.076212 -121.980803



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 4220

SUBMITTED BY: Rachel Litchfield,
Manager of Corporate Services / Corporate Officer

SUBJECT: Board Meeting Calendar – Upcoming Meetings

PURPOSE:

The purpose of the report is to request that the Board consider making additions to Board Meeting dates in November of 2022.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve holding the Cultus Lake Park Board Inaugural Meeting on Tuesday, November 8, 2022 (time to be determined); and

THAT the Cultus Lake Park Board further approve to cancel the Regular Board Meeting on Wednesday, November 16, 2022, and hold the Regular Meeting on Wednesday, November 23, 2022 (time to be determined by the Board Chair).

DISCUSSION:

In anticipation of the upcoming Cultus Lake Park Board Election (October 15), staff would ask the Board to consider changes to the following Board Meeting schedule:

Inaugural Meeting, Tuesday, November 8, 2022 – Swearing in of the new Board
(Time to be confirmed based on the availability of a Provincial Court Judge to administer Oaths of Office).

Staff are also requesting to cancel the Regular Meeting of November 16, 2022, and to reschedule and hold the Regular Meeting on Wednesday, November 23, 2022.

These changes will allow the newly elected Board to review all of the required information with respect to process and procedure. In addition, this will also allow them to be able to attend budget meetings that will be scheduled with staff and to meet the timelines for budget approvals.

STRATEGIC PLAN:

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

Prepared by:



Rachel Litchfield
Manager of Corporate Services /
Corporate Officer

Approved for submission to the Board:



Joe Lamb
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0550

SUBMITTED BY: Amanda Nadeau
Communications, Media and Events Coordinator

SUBJECT: Main Beach Christmas Light Display

PURPOSE:

The purpose of this report is to provide the Board with information on the cost and staffing requirements to hang Christmas lights at Main Beach and receive direction regarding the 2022 display.

RECOMMENDATION:

THAT the Cultus Lake Park Board approve Cultus Lake Park staff to install and remove the Christmas Light display at Main Beach for 2022.

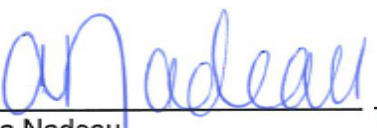
DISCUSSION:

Staff are requesting Board approval to install the Christmas Lights at Main Beach in advance of the proposed Community Events and Engagement Committee's Cultus Lake Park Christmas Special Event on November 26, 2022. The light display would be strung on trees at Main Beach only, as in 2021, and would not include stringing of lights along the foreshore. Staff would be removing the Christmas Light display beginning in January 2023, following the holiday season.

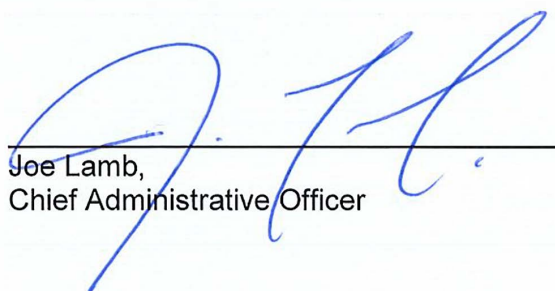
In 2021, installation and removal of the light display from Main Beach required 382.5 hours of staff time to complete.

Prepared by:

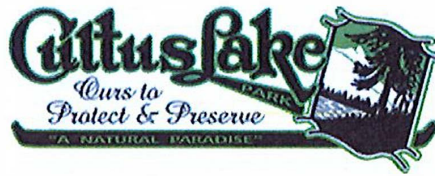
Approved for submission to the Board:



Amanda Nadeau
Communication,
Media and Events Coordinator



Joe Lamb,
Chief Administrative Officer



CULTUS LAKE PARK

REPORT/RECOMMENDATION TO BOARD

DATE: August 17, 2022 **FILE:** 0540-360

SUBMITTED BY: Kirk Dzaman,
Chair, Community Events and Engagement Committee

SUBJECT: Recommendations from the Community Events and Engagement Committee

PURPOSE:

The purpose of this report is to provide the Board with the recommendation for Cultus Lake Park Christmas Special Event from the July 25, 2022, meeting of the Cultus Lake Park Board Community Events and Engagement Committee.

RECOMMENDATIONS:

THAT the Cultus Lake Park Board Community Events and Engagement Committee recommends to the Board to host the free family friendly Cultus Lake Park Christmas Special Event to be held on Saturday, November 26, 2022, from 4:00 pm to 9:00 pm to include Santa and the launch of the Christmas lights for 2022; and

THAT the Cultus Lake Park Board waive the parking fees in Parking Lot A and B and allow parking by donation on Saturday, November 26, 2022.

DISCUSSION:

At the July 25, 2022, meeting of the Cultus Lake Park Board Community Events and Engagement Committee a discussion was had regarding hosting the Cultus Lake Park Christmas Special Event to be held on Saturday, November 26, 2022, at Main Beach from 4:00 pm to 9:00 pm.

The free family-friendly event, last held in Cultus Lake Park in 2019, will include the lights display, photos with Santa Clause, an artisan market, children's colouring contest, fire pits, hot chocolate, and food trucks. The committee will be partnering with the Salvation Army Food Bank to collect non-perishable food items and other essential items in support of those in need in the community.

The committee is requesting Board approval to waive parking fees in Parking Lot A and B as in previous years, to allow for parking by donation for the duration of the event.

Prepared by:

Kirk Dzaman,
Chair, Community Events and
Engagement Committee

Approved for submission to the Board:

Joe Lamb
Chief Administrative Officer