



Cultus Lake Park

2023-2027 Five Year Financial Plan No. 1220, 2022

A Bylaw to Adopt the 2023-2027 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 2023-2027 Financial Plan Bylaw No. 1220, 2022”

2. GENERAL REGULATIONS

2.1 Schedule “A” titled 2023 Financial Plan and Schedule “B” titled 2023-2027 Financial Plan, attached form part of this Bylaw, is hereby adopted as the Cultus Lake Park Five Year Financial Plan for the years 2023 to 2027.

3. EFFECTIVE DATE

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

READ A FIRST TIME this 23RD day of NOVEMBER, 2022

READ A SECOND TIME this 23RD day of NOVEMBER, 2022

READ A THIRD TIME this 14TH day of DECEMBER, 2022

ADOPTED this 19TH day of DECEMBER, 2022

Kirk Dzaman, 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 2023-2027 Financial Plan Bylaw No. 1220, 2022



Chief Administrative Officer

CULTUS LAKE PARK
2023 FINANCIAL PLAN

Schedule "A"

	2023 FINANCIAL PLAN	2023 SUNNY- SIDE	2023 COMM LEASE	2023 RESID LEASE	2023 COMM. HALL	2023 VISITOR SERVICES	2023 FORESHORE LEASE	2023 VOLUNTEER FIRE DEPT	2023 PUBLIC WORKS	2023 PROTECTIVE SERVICES	2023 GENERAL & ADMIN	2023 CEAC
REVENUES												
Sunnyside Campground	\$ 3,962,500	\$ 3,962,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Leases	727,740	-	727,740	-	-	-	-	-	-	-	-	-
Residential Leases	934,393	-	-	934,393	-	-	-	-	-	-	-	-
Community Hall	11,950	-	-	-	11,950	-	-	-	-	-	-	-
Cabin Rentals/Visitor Services	219,700	-	-	-	-	219,700	-	-	-	-	-	-
Parking/Public Area Revenue	1,019,500	-	-	-	-	1,019,500	-	-	-	-	-	-
Foreshore Lease	109,000	-	-	-	-	-	109,000	-	-	-	-	-
Volunteer Fire Department	301,260	-	-	-	-	-	-	301,260	-	-	-	-
Protective Services	175,000	-	-	-	-	-	-	-	175,000	-	-	-
General Administration	42,500	-	-	-	-	-	-	-	-	42,500	-	-
CEAC	37,612	-	-	-	-	-	-	-	-	-	-	37,612
TOTAL REVENUES	\$ 7,541,155	\$ 3,962,500	\$ 727,740	\$ 934,393	\$ 11,950	\$ 1,239,200	\$ 109,000	\$ 301,260	\$ -	\$ 175,000	\$ 42,500	\$ 37,612
EXPENDITURES												
Advertising	\$ 13,500	\$ 9,550	\$ -	\$ -	\$ -	\$ 1,900	\$ -	\$ 550	\$ -	\$ -	\$ 1,500	\$ -
Audit/Accounting	18,820	-	-	-	-	-	-	-	-	-	18,820	-
Board Level Expenses	17,000	-	-	-	-	-	-	-	-	-	17,000	-
Building Maintenance/Materials	71,710	32,770	8,000	-	3,500	11,600	-	5,000	6,400	1,240	3,200	-
Commemorative Benches	1,900	-	-	-	-	1,900	-	-	-	-	-	-
Conferences	16,930	3,330	-	-	-	-	-	-	2,600	-	11,000	-
Contract Services	530,100	206,000	-	-	-	46,600	-	-	5,000	251,700	20,800	-
Data Processing	168,500	49,800	-	-	2,000	3,500	-	3,000	2,700	40,000	67,500	-
Education & Training	44,300	4,500	-	-	-	400	-	29,000	2,200	3,200	5,000	-
Election Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance	86,800	15,000	-	-	-	6,800	1,500	41,100	20,400	1,000	1,000	-
Equipment Fuel	5,210	550	-	-	-	-	800	-	3,860	-	-	-
Garbage Collection/Recycle	204,815	60,500	19,880	106,535	-	7,400	-	-	10,500	-	-	-
General Maintenance	45,000	-	-	-	-	45,000	-	-	-	-	-	-
Grounds Maintenance/Materials	99,160	49,400	2,800	-	1,000	33,810	10,000	500	1,650	-	-	-
Insurance - Business	321,300	64,200	67,100	9,000	14,100	54,300	20,700	18,300	26,400	12,000	35,200	-
Insurance - Vehicles	25,864	1,260	-	-	-	-	100	5,950	15,690	1,180	1,684	-
Janitorial Supplies	48,300	23,500	-	-	-	23,800	-	1,000	-	-	-	-
Legal/Professional Fees	120,500	-	-	-	-	-	-	-	-	18,000	102,500	-
Licences/Permits/Taxes	30,750	1,200	-	-	-	-	1,100	-	450	28,000	-	-
Memberships/Dues/Subscriptions	5,445	195	-	-	-	-	-	800	750	-	3,700	-
Office Supplies	30,670	4,400	-	-	-	650	-	1,400	1,620	1,200	20,500	900
Interest and Bank Charges	5,500	1,000	-	-	-	500	-	-	-	-	4,000	-
POS Charges	104,500	73,000	-	-	-	22,500	-	-	-	-	9,000	-
Retail Sales (COGS)	58,050	57,200	-	-	-	850	-	-	-	-	-	-
Office Furniture	4,500	500	-	-	-	-	-	-	-	-	4,000	-
Postage & Courier	4,000	-	-	-	-	-	-	-	-	-	4,000	-
Equipment Rentals	33,300	-	-	-	-	17,400	-	-	-	-	15,900	-
Community Wildfire Protection Plan	5,000	-	-	-	-	-	-	-	-	-	5,000	-
Printing	7,650	5,000	-	-	-	750	150	-	-	750	1,000	-

CULTUS LAKE PARK
2023 FINANCIAL PLAN

Schedule "A"

	2023 FINANCIAL PLAN	2023 SUNNY- SIDE	2023 COMM LEASE	2023 RESID LEASE	2023 COMM. HALL	2023 VISITOR SERVICES	2023 FORESHORE LEASE	2023 VOLUNTEER FIRE DEPT	2023 PUBLIC WORKS	2023 PROTECTIVE SERVICES	2023 GENERAL & ADMIN	2023 CEAC
Public Relations/Promotion	9,340	3,840	-	-	-	500	-	500	-	500	4,000	-
Roads & Parking	43,300	8,000	-	-	-	12,300	-	-	23,000	-	-	-
Security Systems/Supplies	4,750	2,000	-	-	-	-	-	500	750	500	1,000	-
Small Tools/Shop & Safety	24,840	2,500	-	-	-	-	-	4,300	18,040	-	-	-
Special Events	60,300	12,080	-	-	-	12,000	-	-	-	-	-	36,220
Telecommunications	43,880	12,900	-	-	200	4,780	-	10,650	4,200	2,150	9,000	-
Utilities	503,555	393,800	6,800	38,100	4,680	33,500	-	7,080	11,990	925	6,680	-
Vandalism	4,500	2,000	-	-	-	2,500	-	-	-	-	-	-
Travel & Vehicle Allowance	3,200	1,200	-	-	-	-	-	-	-	-	2,000	-
Vehicle Maintenance	38,860	1,390	-	-	-	-	200	10,000	26,210	1,060	-	-
Vehicle/Boat Fuel	27,890	780	-	-	-	-	-	2,200	22,520	1,590	800	-
Wharfs & Foreshore Materials	15,000	-	-	-	-	-	15,000	-	-	-	-	-
Signage	11,200	2,000	1,200	-	-	7,000	1,000	-	-	-	-	-
Floats & Buoys	10,000	-	-	-	-	-	10,000	-	-	-	-	-
Water System Maintenance/Parts	5,000	5,000	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 2,939,689	\$ 1,115,345	\$ 105,780	\$ 153,635	\$ 25,480	\$ 352,240	\$ 60,550	\$ 141,830	\$ 206,930	\$ 364,995	\$ 375,784	\$ 37,120
<i>WAGES & BENEFITS:</i>												
Commissioners Indemnities	\$ 96,290	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,290	\$ -
Management Salaries	437,968	136,218	-	-	-	-	-	6,950	112,560	-	182,240	-
Staff Wages	2,017,855	361,700	-	-	-	58,320	-	60,400	870,820	205,160	461,455	-
Employee Benefits	675,390	126,620	-	-	-	13,960	-	7,200	284,100	56,590	186,920	-
TOTAL PAYROLL	\$ 3,227,503	\$ 624,538	\$ -	\$ -	\$ -	\$ 72,280	\$ -	\$ 74,550	\$ 1,267,480	\$ 261,750	\$ 926,905	\$ -
TOTAL OPERATING EXPENSES	\$ 6,167,192	\$ 1,739,883	\$ 105,780	\$ 153,635	\$ 25,480	\$ 424,520	\$ 60,550	\$ 216,380	\$ 1,474,410	\$ 626,745	\$ 1,302,689	\$ 37,120
<i>Reserve Allocations</i>	1,313,392	549,630	159,630	63,230	10,000	247,730	56,250	59,430	115,000	2,000	50,000	492
Capital Projects	2,217,190	1,225,330	125,570	-	10,570	204,310	231,000	57,570	282,670	-	80,170	-
<i>Internal Wage Allocations</i>	-	297,170	94,110	390,870	18,750	451,020	81,770	11,850	(1,212,240)	20,070	(153,370)	-
<i>Overhead Expense Allocations</i>	-	434,450	275,789	423,885	25,120	579,090	269,470	-	(377,170)	(473,815)	(1,156,819)	-
TOTAL EXPENDITURES	\$ 9,697,774	\$ 4,246,463	\$ 760,879	\$ 1,031,620	\$ 89,920	\$ 1,906,670	\$ 699,040	\$ 345,230	\$ 282,670	\$ 175,000	\$ 122,670	\$ 37,612
SURPLUS/(DEFICIT)	(2,156,619)	(283,963)	(33,139)	(97,227)	(77,970)	(667,470)	(590,040)	(43,970)	(282,670)	-	(80,170)	-
<i>APPROPRIATED SURPLUS (RESERVE APPROPRIATIONS)</i>	2,168,590	1,225,330	125,570	-	10,570	169,310	231,000	43,970	282,670	-	80,170	-
UNAPPROPRIATED SURPLUS	\$ 11,971	\$ 941,367	\$ 92,431	\$ (97,227)	\$ (67,400)	\$ (498,160)	\$ (359,040)	\$ -	\$ -	\$ -	\$ -	\$ -

CULTUS LAKE PARK
2023 - 2027 FINANCIAL PLAN

Schedule "B"

**CULTUS LAKE PARK
2023-2027 Financial Plan Summary**

	TOTAL 2023 BUDGET	TOTAL 2024 BUDGET	TOTAL 2025 BUDGET	TOTAL 2026 BUDGET	TOTAL 2027 BUDGET
REVENUES					
Sunnyside Campground	\$ 3,962,500	\$ 4,112,600	\$ 4,212,500	\$ 4,312,300	\$ 4,400,100
Commercial Leases	727,740	747,050	767,260	788,380	810,700
Residential Leases	934,393	952,083	975,074	993,257	1,022,109
Community Hall	11,950	11,950	11,950	11,950	11,950
Cabin Rentals/Visitor Services	219,700	219,700	219,700	219,700	225,100
Parking/Public Area Revenue	1,019,500	1,027,800	1,027,800	1,045,600	1,045,600
Foreshore Lease	109,000	109,000	109,000	109,000	109,000
Volunteer Fire Department	301,260	297,970	314,990	314,960	320,250
Protective Services	175,000	180,000	185,000	185,000	185,000
General Administration	42,500	42,500	42,500	42,500	42,500
CEAC	37,612	37,824	38,040	38,760	38,990
TOTAL REVENUES	\$ 7,541,155	\$ 7,738,477	\$ 7,903,814	\$ 8,061,407	\$ 8,211,299
EXPENDITURES					
Advertising	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500
Audit/Accounting	18,820	19,195	19,578	19,969	20,367
Board Level Expenses	17,000	17,000	17,000	17,000	17,000
Building Maintenance/Materials	71,710	73,090	74,490	75,900	77,430
Commemorative Benches	1,900	1,900	1,900	1,900	1,900
Conferences	16,930	16,980	17,030	17,080	17,140
Contract Services	530,100	539,500	549,000	558,600	568,300
Data Processing	168,500	171,100	173,700	176,300	179,000
Education & Training	44,300	44,350	45,010	45,670	46,330
Election Expenses	-	-	-	20,000	-
Equipment Maintenance	86,800	88,600	90,400	92,300	94,200
Equipment Fuel	5,210	5,290	5,370	5,450	5,530
Garbage Collection/Recycle	204,815	204,915	205,115	205,315	210,980
General Maintenance	45,000	45,000	45,000	45,000	45,000
Grounds Maintenance/Materials	99,160	100,580	102,000	103,420	104,840
Insurance - Business	321,300	353,300	388,800	427,800	470,600
Insurance - Vehicles	25,864	26,225	26,586	26,948	27,311
Janitorial Supplies	48,300	49,200	50,100	51,000	51,900
Legal/Professional Fees	120,500	98,000	98,000	98,000	120,500
Licences/Permits/Taxes	30,750	30,750	30,750	30,750	30,750
Memberships/Dues/Subscriptions	5,445	5,445	5,445	5,445	5,445
Office Supplies	30,670	31,200	31,730	32,260	32,840
Interest and Bank Charges	5,500	5,550	5,550	5,550	5,600
POS Charges	104,500	104,500	104,500	104,500	104,500
Retail Sales (COGS)	58,050	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	33,300	33,600	33,900	34,200	34,500
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	9,390	9,390	9,390	9,390
Roads & Parking	43,300	43,300	43,300	43,300	43,300
Security Systems/Supplies	4,750	4,800	4,800	4,800	4,800
Septic/Sewer System Maintenance	5,000	5,000	5,000	5,000	5,000
Small Tools/Shop & Safety	24,840	25,260	25,690	26,120	26,550

CULTUS LAKE PARK
2023 - 2027 FINANCIAL PLAN

Schedule "B"

	TOTAL 2023 BUDGET	TOTAL 2024 BUDGET	TOTAL 2025 BUDGET	TOTAL 2026 BUDGET	TOTAL 2027 BUDGET
Special Events	60,300	60,990	61,130	61,860	61,860
Telecommunications	43,880	44,730	45,080	45,940	46,300
Utilities	503,555	514,750	526,235	537,920	549,815
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	38,860	39,430	40,010	40,610	41,220
Vehicle/Boat Fuel	27,890	28,120	28,350	28,580	28,810
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	\$ 2,939,689	\$ 2,982,640	\$ 3,051,539	\$ 3,145,477	\$ 3,230,608
<i>WAGES & BENEFITS:</i>					
Commissioners Indemnities	\$ 96,290	\$ 98,220	\$ 100,180	\$ 102,180	\$ 104,730
Management Salaries	437,968	446,860	456,240	465,220	476,070
Staff Wages	2,017,855	2,086,560	2,180,130	2,239,340	2,305,930
Employee Benefits	675,390	690,240	719,520	733,990	750,410
TOTAL PAYROLL	\$ 3,227,503	\$ 3,321,880	\$ 3,456,070	\$ 3,540,730	\$ 3,637,140
TOTAL OPERATING EXPENSES	\$ 6,167,192	\$ 6,304,520	\$ 6,507,609	\$ 6,686,207	\$ 6,867,748
<i>Reserve Allocations</i>	1,313,392	1,325,474	1,332,420	1,295,240	1,301,500
Capital Projects	2,217,190	991,390	863,990	624,990	665,790
Allocated Wages	-	-	-	-	-
Allocated Overhead Expenses	-	-	-	-	-
TOTAL EXPENDITURES	\$ 9,697,774	\$ 8,621,385	\$ 8,704,019	\$ 8,606,437	\$ 8,835,038
<i>SURPLUS/(DEFICIT)</i>	(2,156,619)	(882,907)	(800,205)	(545,030)	(623,739)
<i>APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)</i>	(2,168,590)	(955,550)	(818,220)	(586,670)	(629,830)
UNAPPROPRIATED SURPLUS	\$ 11,971	\$ 72,643	\$ 18,015	\$ 41,640	\$ 6,091