



Cultus Lake Park

2025-2029 Five-Year Financial Plan Bylaw No. 1244, 2024

A Bylaw to Adopt the 2025-2029 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 adopt bylaws;

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

1. TITLE

This Bylaw may be cited for all purposes as “Cultus Lake Park 2025-2029 Five-Year Financial Plan Bylaw No. 1244, 2024”.

2. GENERAL REGULATIONS

Schedule “A” titled 2025 Financial Plan and Schedule “B” titled 2025-2029 Financial Plan, attached form part of this Bylaw, is hereby adopted as the Cultus Lake Park Five-Year Financial Plan for the years 2025 to 2029.

3. EFFECTIVE DATE

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

READ A FIRST TIME this 21ST day of NOVEMBER, 2024

READ A SECOND TIME this 21ST day of NOVEMBER, 2024


READ A THIRD TIME this 11TH day of DECEMBER, 2024

ADOPTED this 18TH day of DECEMBER, 2024

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
2025-2029 Five-Year Financial Plan Bylaw No. 1244, 2024.



Chief Administrative Officer

CULTUS LAKE PARK
2025 FINANCIAL PLAN

Schedule "A"

	2024 FINANCIAL PLAN	2025 FINANCIAL PLAN	2025 SUNNY- SIDE	2025 COMM LEASE	2025 RESID LEASE	2025 COMM. HALL	2025 VISITOR SERVICES	2025 PUBLIC AREAS	2025 FORESHORE LEASE	2025 VOLUNTEER FIRE DEPT	2025 PUBLIC WORKS	2025 PROTECTIVE SERVICES	2025 GENERAL & ADMIN	2025 CEAC
REVENUES														
Sunnyside Campground	\$ 4,200,090	\$ 4,481,240	\$ 4,481,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Leases	870,920	894,410	-	894,410	-	-	-	-	-	-	-	-	-	-
Residential Leases	983,163	1,063,494	-	-	1,063,494	-	-	-	-	-	-	-	-	-
Community Hall	11,950	11,950	-	-	-	11,950	-	-	-	-	-	-	-	-
Cabin Rentals/Visitor Services	219,700	230,400	-	-	-	-	230,400	-	-	-	-	-	-	-
Parking/Public Area Revenue	1,056,300	1,156,300	-	-	-	-	-	1,156,300	-	-	-	-	-	-
Foreshore Lease	109,000	109,000	-	-	-	-	-	-	109,000	-	-	-	-	-
Volunteer Fire Department	300,670	315,390	-	-	-	-	-	-	-	315,390	-	-	-	-
Protective Services	180,000	185,000	-	-	-	-	-	-	-	-	-	185,000	-	-
General Administration	42,500	42,500	-	-	-	-	-	-	-	-	-	-	42,500	-
CEAC	37,824	38,040	-	-	-	-	-	-	-	-	-	-	-	38,040
TOTAL REVENUES	\$ 8,012,117	\$ 8,527,724	\$ 4,481,240	\$ 894,410	\$ 1,063,494	\$ 11,950	\$ 230,400	\$ 1,156,300	\$ 109,000	\$ 315,390	\$ -	\$ 185,000	\$ 42,500	\$ 38,040
EXPENDITURES														
Advertising	\$ 13,500	\$ 13,500	\$ 9,550	\$ -	\$ -	\$ -	\$ 1,900	\$ -	\$ -	\$ 550	\$ -	\$ -	\$ 1,500	\$ -
Audit/Accounting	19,195	19,578	-	-	-	-	-	-	-	-	-	-	19,578	-
Board Level Expenses	17,000	17,000	-	-	-	-	-	-	-	-	-	-	17,000	-
Building Maintenance/Materials	74,890	76,290	34,100	8,000	-	3,500	7,000	6,600	-	6,000	6,600	1,290	3,200	-
Commemorative Benches	1,900	1,900	-	-	-	-	-	1,900	-	-	-	-	-	-
Conferences	16,980	17,030	3,330	-	-	-	-	-	-	-	2,700	-	11,000	-
Contract Services	570,700	580,900	214,000	-	-	-	-	46,600	-	-	5,000	293,700	21,600	-
Data Processing	171,100	187,100	51,800	-	-	2,200	3,700	-	-	3,000	2,900	48,000	75,500	-
Education & Training	49,550	50,040	4,500	-	-	-	400	-	-	21,630	15,310	3,200	5,000	-
Election Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance	88,800	90,600	15,600	-	-	-	5,800	1,000	1,700	43,300	21,200	1,000	1,000	-
Equipment Fuel	5,290	5,370	550	-	-	-	-	-	800	-	4,020	-	-	-
Garbage Collection/Recycle	204,915	205,115	60,500	19,880	106,535	-	-	7,700	-	-	10,500	-	-	-
General Maintenance	45,000	45,000	-	-	-	-	-	45,000	-	-	-	-	-	-
Grounds Maintenance/Materials	100,580	102,000	51,400	2,800	-	1,000	4,590	30,000	10,000	500	1,710	-	-	-
Insurance - Business	374,400	322,200	62,200	60,600	10,000	14,800	22,600	34,500	22,900	21,900	26,000	12,900	33,800	-
Insurance - Vehicles	24,625	25,185	1,110	-	-	-	-	-	100	4,650	17,750	-	1,575	-
Janitorial Supplies	49,200	50,100	24,500	-	-	-	7,800	16,800	-	1,000	-	-	-	-
Legal/Professional Fees	98,000	105,000	-	-	-	-	-	-	-	-	-	25,000	80,000	-
Licences/Permits/Taxes	55,750	67,750	1,200	-	-	-	-	-	1,100	-	450	65,000	-	-
Memberships/Dues/Subscriptions	5,445	5,445	195	-	-	-	-	-	-	800	750	-	3,700	-
Office Supplies	31,200	31,730	4,400	-	-	-	650	-	-	1,400	1,680	1,200	21,500	900
Interest and Bank Charges	5,550	5,550	1,000	-	-	-	-	550	-	-	-	-	4,000	-
POS Charges	104,500	157,500	73,000	-	-	-	5,500	70,000	-	-	-	-	9,000	-
Retail Sales (COGS)	58,050	58,050	57,200	-	-	-	850	-	-	-	-	-	-	-
Office Furniture	4,500	4,500	500	-	-	-	-	-	-	-	-	-	4,000	-
Postage & Courier	4,000	4,000	-	-	-	-	-	-	-	-	-	-	4,000	-
Equipment Rentals	33,600	33,900	-	-	-	-	-	17,400	-	-	-	-	16,500	-
Community Wildfire Protection Plan	5,000	5,000	-	-	-	-	-	-	-	-	-	-	5,000	-
Printing	7,650	7,650	5,000	-	-	-	250	500	150	-	-	750	1,000	-
Public Relations/Promotion	9,390	9,390	3,840	-	-	-	500	-	-	550	-	500	4,000	-
Roads & Parking	62,350	43,300	8,000	-	-	-	300	35,000	-	-	-	-	-	-
Security Systems/Supplies	4,800	4,800	2,000	-	-	-	-	-	-	550	750	500	1,000	-
Small Tools/Shop & Safety	25,260	25,690	2,500	-	-	-	-	-	-	4,700	18,490	-	-	-
Special Events	60,990	61,130	12,080	-	-	-	-	12,000	-	-	-	-	-	37,050
Telecommunications	44,730	43,030	12,900	-	-	200	4,780	-	-	9,000	4,400	2,250	9,500	-

CULTUS LAKE PARK
2025 FINANCIAL PLAN

Schedule "A"

	2024 FINANCIAL PLAN	2025 FINANCIAL PLAN	2025 SUNNY- SIDE	2025 COMM LEASE	2025 RESID LEASE	2025 COMM. HALL	2025 VISITOR SERVICES	2025 PUBLIC AREAS	2025 FORESHORE LEASE	2025 VOLUNTEER FIRE DEPT	2025 PUBLIC WORKS	2025 PROTECTIVE SERVICES	2025 GENERAL & ADMIN	2025 CEAC
Utilities	514,440	524,815	411,900	6,860	38,100	4,770	26,800	8,700	-	7,370	12,460	975	6,880	-
Vandalism	4,500	4,500	2,000	-	-	-	-	2,500	-	-	-	-	-	-
Travel & Vehicle Allowance	3,200	3,200	1,200	-	-	-	-	-	-	-	-	-	2,000	-
Vehicle Maintenance	44,230	45,010	1,450	-	-	-	-	-	-	15,200	27,260	1,100	-	-
Vehicle/Boat Fuel	30,830	31,060	1,010	-	-	-	-	-	-	2,200	25,400	1,650	800	-
Wharfs & Foreshore Materials	15,000	15,000	-	-	-	-	-	-	15,000	-	-	-	-	-
Signage	11,200	11,200	2,000	1,200	-	-	500	6,500	1,000	-	-	-	-	-
Floats & Buoys	10,000	10,000	-	-	-	-	-	-	10,000	-	-	-	-	-
Water System Maintenance/Parts	5,000	5,000	5,000	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	\$ 3,091,790	\$ 3,137,108	\$ 1,146,515	\$ 99,340	\$ 154,635	\$ 26,470	\$ 93,920	\$ 343,250	\$ 62,750	\$ 144,300	\$ 205,330	\$ 459,015	\$ 363,633	\$ 37,950
<i>WAGES & BENEFITS:</i>														
Commissioners Indemnities	\$ 98,220	\$ 100,990	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,990	\$ -
Management Salaries	455,820	463,800	158,700	-	-	-	-	-	-	6,950	107,010	-	191,140	-
Staff Wages	2,111,955	2,288,850	375,290	-	-	-	63,370	-	-	70,300	1,041,220	239,530	499,140	-
Employee Benefits	676,435	779,160	147,890	-	-	-	16,530	-	-	8,420	347,870	70,300	188,150	-
TOTAL PAYROLL	\$ 3,342,430	\$ 3,632,800	\$ 681,880	\$ -	\$ -	\$ -	\$ 79,900	\$ -	\$ -	\$ 85,670	\$ 1,496,100	\$ 309,830	\$ 979,420	\$ -
TOTAL OPERATING EXPENSES	\$ 6,434,220	\$ 6,769,908	\$ 1,828,395	\$ 99,340	\$ 154,635	\$ 26,470	\$ 173,820	\$ 343,250	\$ 62,750	\$ 229,970	\$ 1,701,430	\$ 768,845	\$ 1,343,053	\$ 37,950
<i>Reserve Allocations</i>	1,502,802	1,667,238	746,381	159,957	63,230	10,000	30,570	292,940	106,250	60,820	145,000	2,000	50,000	90
Capital Projects	2,457,579	3,266,901	1,769,891	55,897	25,000	897	30,575	158,400	916,450	47,897	215,997	-	45,897	-
<i>Internal Wage Allocations</i>	-	-	332,940	103,350	432,960	20,400	53,424	457,046	89,960	12,940	(1,370,430)	21,780	(154,370)	-
<i>Overhead Expense Allocations</i>	-	-	512,049	294,849	482,765	28,680	-	674,315	287,150	-	(476,000)	(607,625)	(1,196,183)	-
TOTAL EXPENDITURES	\$ 10,394,601	\$ 11,704,047	\$ 5,189,656	\$ 713,393	\$ 1,158,590	\$ 86,447	\$ 288,389	\$ 1,925,951	\$ 1,462,560	\$ 351,627	\$ 215,997	\$ 185,000	\$ 88,397	\$ 38,040
SURPLUS/(DEFICIT)	(2,382,484)	(3,176,323)	(708,416)	181,017	(95,096)	(74,497)	(57,989)	(769,651)	(1,353,560)	(36,237)	(215,997)	-	(45,897)	-
<i>APPROPRIATED SURPLUS (RESERVE APPROPRIATIONS)</i>	2,437,299	3,190,241	1,769,891	55,897	25,000	897	30,575	93,400	916,450	36,237	215,997	-	45,897	-
UNAPPROPRIATED SURPLUS	\$ 54,815	\$ 13,918	\$ 1,061,475	\$ 236,914	\$ (70,096)	\$ (73,600)	\$ (27,414)	\$ (676,251)	\$ (437,110)	\$ -	\$ -	\$ -	\$ -	\$ -

CULTUS LAKE PARK
2025 - 2029 FINANCIAL PLAN

Schedule "B"

**CULTUS LAKE PARK
2025-2029 Financial Plan Summary**

	TOTAL 2025 BUDGET	TOTAL 2026 BUDGET	TOTAL 2027 BUDGET	TOTAL 2028 BUDGET	TOTAL 2029 BUDGET
REVENUES					
Sunnyside Campground	\$ 4,481,240	\$ 4,609,440	\$ 4,741,540	\$ 4,854,840	\$ 4,970,940
Commercial Leases	894,410	919,530	946,350	974,970	1,005,790
Residential Leases	1,063,494	1,085,007	1,118,389	1,139,929	1,161,879
Community Hall	11,950	11,950	11,950	11,950	11,950
Cabin Rentals/Visitor Services	230,400	230,400	236,000	236,000	236,000
Parking/Public Area Revenue	1,156,300	1,186,300	1,216,300	1,246,300	1,276,300
Foreshore Lease	109,000	109,000	109,000	109,000	109,000
Volunteer Fire Department	315,390	317,800	321,265	341,780	339,230
Protective Services	185,000	185,000	185,000	185,000	185,000
General Administration	42,500	42,500	42,500	42,500	42,500
CEAC	38,040	38,760	38,990	39,720	40,450
TOTAL REVENUES	\$ 8,527,724	\$ 8,735,687	\$ 8,967,284	\$ 9,181,989	\$ 9,379,039
EXPENDITURES					
Advertising	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500
Audit/Accounting	19,578	19,969	20,367	20,773	21,189
Board Level Expenses	17,000	17,000	17,000	17,000	17,000
Building Maintenance/Materials	76,290	77,700	79,230	80,670	82,220
Commemorative Benches	1,900	1,900	1,900	1,900	1,900
Conferences	17,030	17,080	17,140	17,200	17,260
Contract Services	580,900	591,200	601,600	612,100	623,800
Data Processing	187,100	189,900	192,800	195,700	198,600
Education & Training	50,040	50,550	51,060	51,580	52,120
Election Expenses	-	20,000	-	-	-
Equipment Maintenance	90,600	92,500	94,400	96,300	98,200
Equipment Fuel	5,370	5,450	5,530	5,610	5,700
Garbage Collection/Recycle	205,115	205,315	210,980	213,600	213,800
General Maintenance	45,000	45,000	45,000	45,000	45,000
Grounds Maintenance/Materials	102,000	103,420	104,840	106,370	107,900
Insurance - Business	322,200	370,160	424,985	483,720	550,730
Insurance - Vehicles	25,185	25,520	25,850	26,180	26,510
Janitorial Supplies	50,100	51,000	51,900	52,800	53,700
Legal/Professional Fees	105,000	105,000	127,500	105,000	105,000
Licences/Permits/Taxes	67,750	69,050	70,450	71,850	73,250
Memberships/Dues/Subscriptions	5,445	5,445	5,445	5,445	5,445
Office Supplies	31,730	32,260	32,840	33,920	34,510
Interest and Bank Charges	5,550	5,550	5,600	5,650	5,700
POS Charges	157,500	161,000	164,700	168,600	172,700
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	33,900	34,200	34,500	34,800	35,100
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	9,390	9,390	9,390	9,390	9,390
Roads & Parking	43,300	43,300	43,300	43,300	43,300
Security Systems/Supplies	4,800	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	25,690	26,120	26,550	26,990	27,430

CULTUS LAKE PARK
2025 - 2029 FINANCIAL PLAN

Schedule "B"

	TOTAL 2025 BUDGET	TOTAL 2026 BUDGET	TOTAL 2027 BUDGET	TOTAL 2028 BUDGET	TOTAL 2029 BUDGET
Special Events	61,130	61,860	61,890	62,630	63,380
Telecommunications	43,030	43,790	44,050	44,810	45,070
Utilities	524,815	535,320	547,135	559,260	571,585
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	45,010	45,810	46,620	47,440	48,270
Vehicle/Boat Fuel	31,060	31,290	31,520	31,750	31,980
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	\$ 3,137,108	\$ 3,244,449	\$ 3,347,472	\$ 3,428,738	\$ 3,539,139
<i>WAGES & BENEFITS:</i>					
Commissioners Indemnities	\$ 100,990	\$ 103,010	\$ 105,590	\$ 108,230	\$ 110,940
Management Salaries	463,800	472,930	484,030	495,410	507,050
Staff Wages	2,288,850	2,388,150	2,462,870	2,539,780	2,618,700
Employee Benefits	779,160	794,830	812,560	831,110	849,680
TOTAL PAYROLL	\$ 3,632,800	\$ 3,758,920	\$ 3,865,050	\$ 3,974,530	\$ 4,086,370
TOTAL OPERATING EXPENSES	\$ 6,769,908	\$ 7,003,369	\$ 7,212,522	\$ 7,403,268	\$ 7,625,509
<i>Reserve Allocations</i>	1,667,238	1,640,938	1,659,548	1,676,758	1,694,368
Capital Projects	3,266,901	710,201	746,501	778,801	722,001
Allocated Wages	-	-	-	-	-
Allocated Overhead Expenses	-	-	-	-	-
TOTAL EXPENDITURES	\$ 11,704,047	\$ 9,354,508	\$ 9,618,571	\$ 9,858,827	\$ 10,041,878
<i>SURPLUS/(DEFICIT)</i>	(3,176,323)	(618,821)	(651,287)	(676,838)	(662,839)
<i>APPROPRIATED SURPLUS (RESERVE ALLOCATIONS)</i>	(3,190,241)	(639,261)	(680,431)	(701,041)	(685,931)
UNAPPROPRIATED SURPLUS	\$ 13,918	\$ 20,440	\$ 29,144	\$ 24,203	\$ 23,092