



REGIONAL DISTRICT of Fraser-Fort George

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2021 BUDGET REPORT FOR CONSIDERATION

TO: Chair and Directors, Committee of the Whole File No.: BUD 1.0

FROM: Michael Higgins, General Manager of Community Services

DATE: January 11, 2021

SUBJECT Item: Robson Valley Recreation Centre – 5003
 SUMMARY Purpose: Consider and Approve Budget and Five-Year Financial Plan

ATTACHMENT(S): 1. 2021 Proposed Budget
 2. 2021 – 2025 Financial Plan

RECOMMENDATION(S):	ENTITLEMENT	HOW VOTE COUNTED
1. THAT the report be received.	All 1 Director/1 vote	Majority
2. THAT the 2021 budget for Robson Valley Recreation Centre be approved.	Electoral Area H McBride Weighted	Majority
3. THAT the 2021 – 2025 Financial Plan for Robson Valley Recreation Centre be approved.	Electoral Area H McBride Weighted	Majority

SERVICE DESCRIPTION:

This service provides for the operation of the Robson Valley Recreation and Community Centre, located in McBride, and serving the area population of approximately 1,700 residents.

A Community Consultation Committee has been appointed by Board for the provision of advice and recommendations on the Recreation Centre's annual operating budget, capital projects, long term financial planning and other matters which may be referred to it by the Regional District.

The Recreation and Community Centre is funded by a taxation rate applied against the assessed value of land and improvements within the local service area.

The Robson Valley Recreation Community Consultation Committee supports the budget as proposed and recommends approval.

SERVICE DETAILS:

Participants: Service Area within Electoral Area H and Village of McBride

Requisition Limit: None

Debt Balance: None

SERVICE WORKPLAN:

- ◆ To ensure that the Robson Valley Recreation and Community Centre is operated and maintained in a safe and efficient manner for the enjoyment of all users.
- ◆ To make the Robson Valley Recreation and Community Centre available for a wide range of year-round activities and opportunities to the benefit of residents and visitors.
- ◆ To continue the review of Recreation and Community Centre activities, operational cost savings opportunities and facility condition assessments.
- ◆ To engage the community as part of recreation operations strategic planning.
- ◆ Human resource succession planning.
- ◆ Submission of grant applications to support planned capital asset management.

2021 CAPITAL PROJECTS OF NOTE:

Project	Cost Estimate	Notes
Chiller Replacement and Electrical Upgrade	\$ 319,700	Funded by grant funds
Vehicle Replacement	\$ 50,000	Funded by reserve funds
Robson Valley Community Centre (5014): Building Controls and Acoustic Improvements	\$ 40,000	Funded by reserve funds
Total:	<u>\$ 409,700</u>	

OVERALL FINANCIAL IMPACT:

	2020	2021	\$ Change	% Change
Total Expenditure:	\$ 677,278	\$ 1,115,779	\$ 438,501	64.7 %
Requisition:	\$ 362,070	\$ 362,070	\$ 0	0.0 %

BUDGET INFLUENCES/SIGNIFICANT VARIANCES:

- ◆ increase in 2021 budget in anticipation of chiller replacement and planned vehicle replacement
- ◆ COVID related operational costs and grants impacted 2020 budget

Respectfully submitted,

Michael A. Higgins

Michael Higgins
General Manager of Community Services

MH:aa

Proposed Budget

10-5003 - ROBSON VALLEY RECREATION CENTRE

Account Code	Account Description	2019 ACTUAL YTD	2020 APPROVED	2020 PROJECTED	2021 PROPOSED
1 - REVENUES					
02600	OPERATING SUBSIDY-AREA H	216,570	216,570	216,570	216,570
04101	SKATE REVENUE-MINOR HOCKEY	390	0	433	0
04102	SKATE REVENUE-FIGURE SKATING	3,602	2,800	3,645	1,800
04103	SKATE REVENUE-HOCKEY CLUB	10,025	8,000	8,000	6,000
04105	SKATE REVENUE-PUBLIC ADMISSION	1,671	800	410	500
04201	LEASE & RENTAL-CONCESSION	0	0	1,455	0
04202	LEASE & RENTAL-CURLING CLUB	4,071	4,000	3,491	2,000
04302	SKATE SHARPENING	708	500	479	400
04304	OTHER REVENUE-VENDING	0	200	308	200
04305	OTHER REVENUE-MISCELLANEOUS	3,117	2,000	2,300	2,000
04306	SKATE RENTALS	1,866	1,200	496	0
04307	FIT PIT REVENUE	11,335	8,500	3,700	3,000
04308	OTHER REVENUE-CONVERT-A-COURT	12	0	0	0
05000	SALE OF ASSETS	0	0	791	0
09200	INTEREST REVENUE	257	0	793	0
09400	RECOVERIES	20	0	67,674	0
09900	OTHER REVENUE	0	0	1,000	0
11600	REQUISITION	353,930	362,070	362,070	362,070
11700	RAIL TAX MITIGATION	58,790	58,790	58,790	58,790
12900	GRANTS-OTHER	0	0	31,974	0
12960	GRANTS - INFRASTRUCTURE	0	0	0	319,700
12965	GRANTS - CWF	17,182	0	0	0
15000	PRIOR YEAR'S SURPLUS	6,025	2,478	52,367	92,749
15500	FROM OPERATING RESERVE	0	9,370	0	0
15605	FROM TRUCK REPLACEMENT RESERVE	0	0	0	50,000
TOTAL		689,571	677,278	816,746	1,115,779
2 - EXPENSES					
20000	SALARIES-REGULAR	261,219	277,393	255,000	296,302
20001	SALARIES CURRENT YR ACCRD SICK	8,316	12,000	12,700	15,000
21200	PAID O/T 1.5	58	1,000	0	1,000
21300	PAID O/T 2.0	550	4,000	2,000	2,000
21400	O/T ACCRUED	2,202	4,000	6,000	6,000
22000	MANDATORY BENEFITS	55,061	85,597	56,000	91,659
22500	WORKERS COMPENSATION	104	150	0	150
22700	SICK PAYOUT	0	0	3,394	0
25000	TELEPHONE	2,726	2,800	3,998	4,000
25300	TELEPHONE - MOBILE RADIO	1,446	1,500	2,551	2,600
25500	FAX CHARGES	1,531	500	1,350	1,350
26000	TRAVEL	3,781	9,000	1,800	4,000
26100	MILEAGE ALLOWANCE	0	0	22	0
26200	VEHICLE OPERATIONS	583	6,700	7,000	6,000
26201	VEHICLE OPERATIONS-YUKON	3,995	0	0	0
26202	VEHICLE OPERATIONS-SILVERADO	1,548	0	0	0

Account Code	Account Description	2019 ACTUAL YTD	2020 APPROVED	2020 PROJECTED	2021 PROPOSED
26203	TRAILER INSURANCE & REPAIRS	119	0	0	0
26700	POSTAGE	55	100	0	100
26800	COURIER SERVICES	40	200	50	200
27000	ADVERTISING - RVRC	1,428	1,000	700	1,000
27200	PHOTOCOPYING CHARGES	1	500	50	250
27400	PRINTING & STATIONARY	677	500	150	250
28100	LEGAL SERVICES	0	500	0	500
28200	CONSULTANTS	0	5,000	0	5,000
28400	MEMBERSHIPS	227	800	176	500
28500	STAFF TRAINING AND DEVELOPMENT	7,303	10,000	1,000	9,895
29000	INSURANCE-PROPERTY	9,467	10,000	9,588	10,200
30900	CONTRACT SERVICES	13,991	20,000	25,000	20,000
32500	HEALTH MONITORING	395	500	750	750
32600	REPAIRS & MAINT-EQUIPMENT	69,404	20,000	15,000	20,000
32800	REPAIRS & MAINT-BUILDING	23,311	30,000	25,000	30,000
32900	REPAIRS & MAINT-OTHER	0	200	0	200
33900	RENTALS	161	100	0	100
35000	FOOD & BEVERAGES	2,195	1,500	2,700	1,500
35700	LICENCES & PERMITS	1,198	1,500	1,148	1,500
36000	PROPANE	1,292	1,500	1,500	1,500
36400	SUPPLIES-OFFICE	2,717	3,000	3,600	3,000
37000	JANITORIAL SUPPLIES & SERVICES	4,590	3,000	3,800	4,000
38000	PROPANE	7,599	8,000	8,000	8,160
38200	ELECTRICITY	69,671	75,000	68,000	76,500
38400	WATER & SEWER	4,279	4,300	4,365	4,525
39000	SMALL TOOLS & EQUIPMENT	7,628	10,000	5,000	8,000
39100	SAFETY CLOTHING	1,997	3,000	2,500	3,000
39200	FIRST AID SUPPLIES	475	1,500	3,400	2,500
39900	MISCELLANEOUS	940	497	500	500
40900	MINOR CAPITAL PURCHASES	19,166	10,000	0	10,000
41100	CAPITAL PURCHASES	0	0	0	369,700
41200	TRANSFER TO EQMT RESERVE	0	5,000	0	0
41201	TRANS TO TRUCK REPLACEMENT RESERVE	0	0	66,737	4,688
41400	TRANSFER TO RV COMM CENTRE (5014)	39,926	41,340	43,085	83,900
41500	TRANSFER TO OPERATING RESERVE	0	0	67,974	0
41501	TRANSFER TO RECREATION EQUIPMENT RESERVE	0	0	10,000	0
46300	OPERATING INTEREST	2,888	3,000	1,409	2,700
48400	SERVICE CHARGES - BANK/MONERIS	1,115	1,100	1,000	1,100
48600	CASH SHORTAGES/OVERAGES	-171	0	0	0
TOTAL		637,204	677,278	723,997	1,115,779
Surplus/Deficit		52,367	0	92,749	0

Proposed Budget

10-5014 - ROBSON VALLEY COMMUNITY CENTRE

Account Code	Account Description	2019 ACTUAL YTD	2020 APPROVED	2020 PROJECTED	2021 PROPOSED
1 - REVENUES					
04205	RENTALS & LEASES	8,684	6,000	789	3,000
09100	DONATIONS	5,000	0	0	0
09900	OTHER REVENUE	0	0	481	0
12900	GRANTS - OTHER	0	0	305	0
15800	TRANSFER FROM RV REC CENTRE (5003)	39,926	41,340	43,085	83,900
TOTAL		53,610	47,340	44,660	86,900
2 - EXPENSES					
20000	SALARIES-REGULAR	13,383	0	0	0
22000	MANDATORY BENEFITS	2,738	0	0	0
25000	TELEPHONE	2,125	2,400	2,320	2,400
27000	ADVERTISING	343	500	0	250
27400	PRINTING & STATIONERY	0	0	168	0
29000	INSURANCE-PROPERTY	2,753	3,000	2,828	3,060
30900	CONTRACT SERVICES	2,062	5,000	6,500	6,000
32600	R & M-EQUIPMENT	280	2,500	800	1,500
32800	R & M-BUILDING	3,712	3,000	2,000	2,500
35000	FOOD & BEVERAGES	387	250	28	250
35700	LICENCES & PERMITS	557	600	564	600
36400	OFFICE SUPPLIES	132	90	300	300
37000	JANITORIAL SUPPLIES	782	1,000	310	500
38000	HEATING FUELS-PROPANE	15,553	16,000	14,000	16,320
38200	ELECTRICITY	5,538	8,000	6,500	8,160
38400	WATER & SEWER	2,945	3,000	3,004	3,060
39000	SMALL TOOLS & EQUIPMENT	321	500	14	500
39200	FIRST AID SUPPLIES	0	500	123	500
39900	MISCELLANEOUS	0	500	201	500
40900	MINOR CAPITAL	0	500	0	500
41100	CAPITAL PURCHASES OVER \$25,000	0	0	0	40,000
41500	TRANSFER TO OPERATING RESERVE	0	0	5,000	0
TOTAL		53,610	47,340	44,660	86,900
Surplus/Deficit		0	0	0	0

Five-Year Financial Plan: 2021-2025

Function: 5003 - ROBSON VALLEY RECREATION CENTRE Budget Stage: Proposed Budget

	2021 Budget	2022 Financial Plan	2023 Financial Plan	2024 Financial Plan	2025 Financial Plan
Revenue Sources:					
Requisition	362,070	362,070	362,070	362,070	362,070
Parcel Tax	-	-	-	-	-
Fees & Charges	15,900	17,500	17,500	17,500	17,500
Transfer from Reserves	50,000	43,011	48,445	52,438	63,023
Prior Year's Surplus	92,749	-	-	-	-
Borrowing Proceeds	-	-	-	-	-
Other Revenue	595,060	275,360	275,360	275,360	275,360
Total Revenue	1,115,779	697,941	703,375	707,368	717,953
Expenditures:					
Operations	701,391	697,941	703,375	707,368	717,953
Capital	409,700	-	-	-	-
Debt Interest	-	-	-	-	-
Debt Principal	-	-	-	-	-
Transfer to Reserves	4,688	-	-	-	-
Total Expenditures	1,115,779	697,941	703,375	707,368	717,953
Surplus (Deficit)	-	-	-	-	-