



# 2025 SERVICE PLAN

## Function 225 – Kelly Lake Community Centre

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### **PURPOSE:**

This function provides funding for the operation and maintenance of the Kelly Lake Community Centre, which is owned by the Peace River Regional District and operated by the Kelly Lake Community Centre Society.

### **OVERALL FINANCIAL IMPACT:**

The total budget decreased to \$886,741 in 2025 compared to \$900,689 in 2024, which is a decrease of \$13,948 or 1.55%.

Total requisition increased to \$124,950 in 2025 compared to \$122,500 in 2024, which is an increase of \$2,450 or 2%. This is largely due to a decrease in surplus carry forward.

The estimated tax rate decreased to \$0.7433/\$1,000 in 2025 compared to \$0.7688/\$1,000 in 2024, which is a decrease of \$0.0255/\$1,000 or -3.32%.

Wages (and associated staff expenses) allocated to this function increased by \$9,659 as a result of anticipated work related to capital projects at the Centre in 2025.

In 2024, a surplus of \$13,189 was carried forward from 2023 in the Surplus/Deficit line item. In 2025, the anticipated 2024 surplus of \$5,172 was carried forward into the Operating Maintenance Reserve line item instead of the Surplus/Deficit line. This reduction in estimated surplus carryforward is a contributing factor to the increase in requisition.

A contribution to the function Operating Maintenance Reserve was made of \$5,000.

A contribution to the function Capital Reserve was made of \$8,327.

### **SUPPLEMENTAL REQUESTS & CARRY FORWARD PROJECT(S):**

Funding was allocated through Area 'D' Gas Tax and Peace River Agreement funds in 2022 to undertake general maintenance and improvements to the facility. Board approval has been sought to complete projects at the Kelly Lake Community Centre to ensure that the building remains in good condition and continues to serve its intended purpose including;

- Repair fencing and gate
- Replace wood under bay windows
- Dismantle outdoor rink
- Refinish gym floor / paint lines
- Replace vinyl flooring

- Replace gym double doors
- Replace roof with added insulation
- Improve roof access
- Repair roof top exhaust fans
- Remove fume hood
- Remodel all bathrooms/changerooms, including accessibility upgrades
- Replace hot water circulating pump
- Replace hot water tank in gym storage room; and
- Replace 3 furnaces.

Capital Projects

<b>Project Description</b>	<b>Prior Budget</b>	<b>Prior Spent</b>	<b>2025 Budget</b>
Facility Maintenance and Upgrades	\$765,000	\$8,381	\$756,619
Total Capital Budget			\$756,619

**SIGNIFICANT ISSUES & TRENDS:**

No issues or trends identified for 2025.

**RESERVE SUMMARY:**

**Operating Maintenance Reserve:** Balance on November 30, 2024 - \$43,059

**Capital Reserve:** Balance on November 30, 2024 - \$113,704



General Operating Fund

225 Kelly Lake Community Centre

	2024 Actuals	2024 Approved Budget	2025 1. Provisional Budget Budget	2024 to 2025 Budget Change	2024 to 2025 Budget Change %
<b>REVENUES</b>					
1-0010 Requisition					
01-1-0010-0015 Requisition	(122,500.00)	(122,500.00)	(124,950.00)	(2,450)	2.00%
<b>Total 1-0010 Requisition</b>	(122,500.00)	(122,500.00)	(124,950.00)	(2,450)	2.00%
1-0020 Surplus/Deficit					
01-1-0020-0020 Surplus/Deficit	(13,189.00)	(13,189.00)		13,189	(100.00%)
<b>Total 1-0020 Surplus/Deficit</b>	(13,189.00)	(13,189.00)		13,189	(100.00%)
1-0070 Investment Income					
01-1-0070-0071 Interest on Reserves					#DIV/0!
<b>Total 1-0070 Investment Income</b>					#DIV/0!
1-0080 Miscellaneous					
01-1-0080-0085 Rec Facility Op Agreement					#DIV/0!
<b>Total 1-0080 Miscellaneous</b>					#DIV/0!
1-0140 Transfer from Reserves					
01-1-0140-0139 Operating Maintenance Reserve			(5,172.00)	(5,172)	#DIV/0!
<b>Total 1-0140 Transfer from Reserves</b>			(5,172.00)	(5,172)	#DIV/0!
<b>TOTAL REVENUES</b>	(135,689.00)	(135,689.00)	(130,122.00)	5,567	(4.10%)
<b>EXPENDITURES</b>					
2-1000 General Expenditures					
01-2-1000-1010 Wages - Full Time	2,932.70	3,986.00	11,292.00	7,306	183.29%
01-2-1000-1030 Benefits	703.60	1,196.00	3,388.00	2,192	183.28%
01-2-1000-1040 WCB	61.90	76.00	237.00	161	211.84%
01-2-1000-2030 Phone/Internet					#DIV/0!
01-2-1000-2065 Insurance - Property	5,034.00	5,100.00	6,100.00	1,000	19.61%
01-2-1000-2070 Insurance - Liability	1,185.26	1,200.00	1,400.00	200	16.67%
01-2-1000-2110 R&M - Buildings		2,000.00	2,000.00		
01-2-1000-2150 Electricity	5,688.86	7,000.00	7,000.00		
01-2-1000-3010 Travel		49.00	142.00	93	189.80%
01-2-1000-3020 Meals	23.81	33.00	97.00	64	193.94%
01-2-1000-3030 Training & Development		59.00	512.00	453	767.80%
01-2-1000-3040 Conferences & Seminars	18.76	56.00	167.00	111	198.21%
01-2-1000-3150 Grant to organization	53,576.32	78,000.00	78,000.00		
01-2-1000-5030 Legal Services		1,500.00	1,500.00		
01-2-1000-6400 Safety & Tree Removal	458.07	1,000.00	1,000.00		
<b>Total 2-1000 General Expenditures</b>	69,683.28	101,255.00	112,835.00	11,580	11.44%
2-1150 Allocations					
01-2-1150-1160 Indirect Cost Allocation	1,963.00	1,963.00	2,004.00	41	2.09%
01-2-1150-1190 PRRD Vehicles	199.00	199.00	1,956.00	1,757	882.91%
<b>Total 2-1150 Allocations</b>	2,162.00	2,162.00	3,960.00	1,798	83.16%
2-8100 Transfers to Reserve					
01-2-8100-8110 Capital Reserve	20,583.00	20,583.00	8,327.00	(12,256)	(59.54%)
01-2-8100-8115 Operating Maintenance Reserve			5,000.00	5,000	#DIV/0!
01-2-8100-8120 Special Purpose Operating Reserve	11,689.00	11,689.00		(11,689)	(100.00%)
01-2-8100-8150 Interest on reserves					#DIV/0!
<b>Total 2-8100 Transfers to Reserve</b>	32,272.00	32,272.00	13,327.00	(18,945)	(58.70%)
<b>TOTAL EXPENDITURES</b>	104,117.28	135,689.00	130,122.00	(5,567)	(4.10%)
<b>OPERATING SURPLUS/DEFICIT</b>	(31,571.72)				#DIV/0!
<b>CAPITAL REVENUES</b>					
7-0030 Grants					
01-7-0030-0121 Grant - Misc					#DIV/0!
<b>Total 7-0030 Grants</b>					#DIV/0!
7-0140 Transfers from Reserve					
01-7-0140-0142 Fair Share Reserve					#DIV/0!



General Operating Fund

225 Kelly Lake Community Centre

	2024 Actuals	2024 Approved Budget	2025 1. Provisional Budget Budget	2024 to 2025 Budget Change	2024 to 2025 Budget Change %
01-7-0140-0144 Gas Tax Reserve			(446,000.00)	(446,000)	#DIV/0!
01-7-0140-0145 PRA Reserve	(8,380.95)	(765,000.00)	(310,619.00)	454,381	(59.40%)
<b>Total 7-0140 Transfers from Reserve</b>	<b>(8,380.95)</b>	<b>(765,000.00)</b>	<b>(756,619.00)</b>	<b>8,381</b>	<b>(1.10%)</b>
TOTAL CAPITAL REVENUES	(8,380.95)	(765,000.00)	(756,619.00)	8,381	(1.10%)
CAPITAL EXPENDITURES					
8-8500 Capital Expenditures					
01-8-8500-8505 Buildings	8,380.95	765,000.00	756,619.00	(8,381)	(1.10%)
<b>Total 8-8500 Capital Expenditures</b>	<b>8,380.95</b>	<b>765,000.00</b>	<b>756,619.00</b>	<b>(8,381)</b>	<b>(1.10%)</b>
TOTAL CAPITAL EXPENDITURES	8,380.95	765,000.00	756,619.00	(8,381)	(1.10%)
CAPITAL SURPLUS/DEFICIT					
SUMMARY					
OPERATING AND CAPITAL REQUISITION					
01-1-0010-0015 Requisition	(122,500.00)	(122,500.00)	(124,950.00)	(2,450)	2.00%
<b>Total OPERATING AND CAPITAL REQUISITION</b>	<b>(122,500.00)</b>	<b>(122,500.00)</b>	<b>(124,950.00)</b>	<b>(2,450)</b>	<b>2.00%</b>
TOTAL BUDGET	112,498.23	900,689.00	886,741.00	(13,948)	(1.55%)

**Peace River Regional District - 2025 Tax Rate Sheet**  
**EXHIBIT 225**  
**Kelly Lake Community Centre**

**Basis of Apportionment:** Converted Hospital Assessment - Improvements ONLY

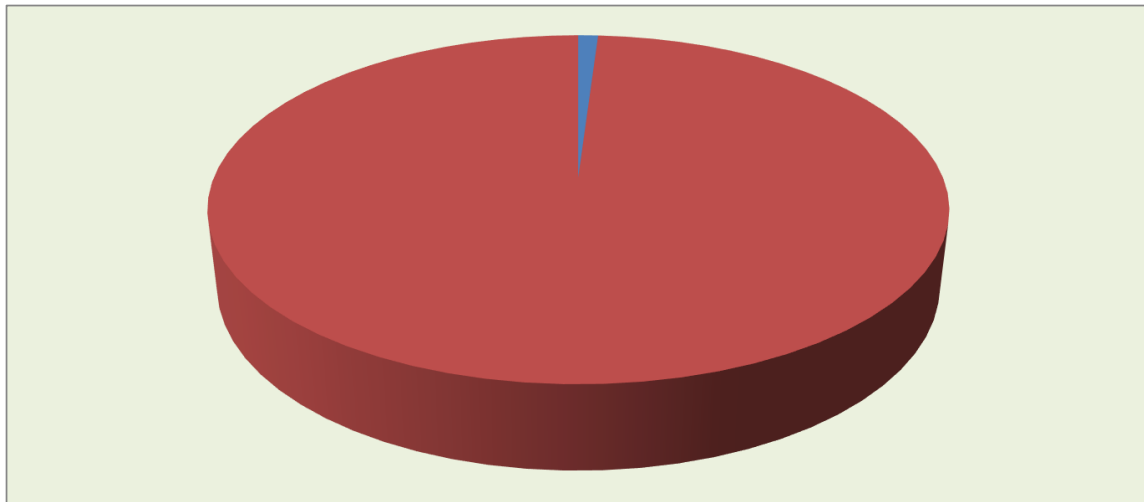
**Defined Portion of Electoral Area D**

**Tax Rate or Other Limitations:** Greater of \$ 90,000  
*Bylaw No. 1673, 2006* Or, the product of \$ 2.80 per \$1,000 taxable value  
*Max. Product \$ 184,276*

	Requisition Amount	Tax Rate Per 1000	Figures for Apportionment	Percent
Defined Area of Electoral Area D	124,950	0.7433	16,810,055	100.00%
<b>Total</b>	<b>124,950</b>		<b>16,810,055</b>	100.00%

	2025	2024	Change \$	Change %
Total Operating Budget \$	130,122	\$ 135,689	\$ (5,567)	-4.10%
Total Capital Budget \$	756,619	\$ 765,000	\$ (8,381)	-1.10%
Total Budget \$	886,741	\$ 900,689	\$ (13,948)	-1.55%
Total Requisition \$	124,950	\$ 122,500	\$ 2,450	2.00%
Total Assessment	16,810,055	15,933,456	\$ 876,599	5.50%
Tax Rate	0.7433	0.7688	-0.0255	-3.32%
Estimated tax on \$250,000 total assessment ** \$	111.50	\$ 115.32	\$ (3.83)	-3.32%
Operating Maint Reserve at Nov 30	-	\$ 43,059		
Capital Reserve at Nov 30	-	\$ 113,704		

Class 1 - Residential    Total All Other Classes



# KELLY LAKE COMMUNITY CENTRE SOCIETY BUDGET 2025

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<b>REVENUE</b>	
Donations/Grants	\$ 5,000.00
Stay in School Program	\$ -
Rentals	\$ 4,000.00
NENAN	\$ -
Jamboree	\$ 4,000.00
PRRD Requisition	\$ 78,000.00
<b>Total Revenue</b>	<b>\$ 91,000.00</b>
<b>EXPENSES</b>	
BC Hydro	\$ -
Water	\$ 4,400.00
Insurance	\$ 3,000.00
Phone	\$ 1,200.00
Propane	\$ 19,000.00
Maintenance & Repairs	\$ 7,000.00
Janitorial supplies	\$ 2,400.00
Board Travel & Meeting	\$ 7,000.00
Advertising & Office Supplies	\$ 1,000.00
Internet	\$ 4,200.00
Legal & Accounting	\$ 1,300.00
Gatherings, etc.	\$ 7,000.00
Coordinator/Janitor/Maintenance	\$ 20,000.00
WCB	\$ 500.00
Stay in School Program	\$ -
Kitchen Supplies	\$ 5,000.00
Program Supplies	\$ 2,000.00
Music festival-Jamboree	\$ 6,000.00
<b>Total Expenses</b>	<b>\$ 91,000.00</b>

PRRD pays