



Active Living Entreprises Ltd.

~~1198 Gregory Road~~
~~Kelowna, B.C. V1A 3A6~~

Feb. 6, 2019

Bob Kusch
Recreation and Culture Manager
City of West Kelowna

I am writing today in order to provide you with the JBMAC Pool financial year-end statements for 2018.

The monthly bookkeeping and financial reports are initially prepared each month by WK Group Chartered Accounts, here on the Westside.

WK Group's work is then sent to Joe Maciel Chartered Accountants each January for their review and final statement preparation for the City of West Kelowna.

Attached are the year-end financial statements as prepared by Joe Maciel Accounting, for your records.

JBMAC Pool financial reports indicate a favourable operating surplus of **(\$17,558)** for year-end 2018.

The surplus was somewhat anticipated as Active Living did not apply any staff COLA increase in 2018, as the City had rejected our second attempt budget revision in which we requested a 1.5% COLA increase for the year.

In all fairness, our original budget submission included no COLA increase based on our anticipated strong performance in 2017, which ended-up being much closer to budget than originally projected.

Therefore, the reduction in staff expenses in 2018 plus the extra lift we received this past summer in revenues due to the fire and smoke situation in the Valley, have combined for a stronger revenue year than previously anticipated. Which is a good thing, of course.

However, we do have some ground now to make-up with staffing wages going into 2019, hence the request for a 2% COLA increase included in this year's budget submission.

Lastly, I would like to officially request that Active Living be considered for a 50% share of the operating surplus for 2018, as per contract Section 16.0 – 16.4.

In the meantime, Active Living is including a cheque in the amount of \$17,558.00 payable to the City of West Kelowna.

Respectfully submitted,

Violette Stedham
President

JOHNSON BENTLEY MEMORIAL AQUATIC CENTRE

FINANCIAL STATEMENTS

(Unaudited - See Notice to Reader)

DECEMBER 31, 2018

JOHNSON BENTLEY MEMORIAL AQUATIC CENTRE

December 31, 2018

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Notice to Reader

On the basis of information provided by management, I have compiled the statement of revenue and expenditures for Johnson Bentley Memorial Aquatic Centre (a division of Active Living Enterprises Ltd.) for the year ended December 31, 2018. This statement is a schedule within the company's financial statements for the year ended December 31, 2018, on which I issued a notice to reader dated February 4, 2019.

I have not performed an audit or a review engagement in respect of these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

West Kelowna, B.C.
February 4, 2019

A handwritten signature in cursive script that reads "Maciel & Co.".

CHARTERED PROFESSIONAL ACCOUNTANT

ACTIVE LIVING ENTREPRISES LTD.

STATEMENT OF REVENUE AND EXPENDITURES FOR JOHNSON BENTLEY MEMORIAL AQUATIC CENTRE (Unaudited - See Notice to Reader)

FOR THE YEAR ENDED DECEMBER 31, 2018

	2018	2017
REVENUE		
Administration Fees	\$ 605,643	\$ 601,995
Program Fees	781,406	\$ 739,649
Total Revenue	1,387,049	1,341,644
EXPENSES		
Program Expenses		
Affiliation fees	2,277	1,737
Program supplies	25,308	29,640
Rent	1,553	1,693
Salaries, benefits and subcontractors	781,403	756,764
Training	3,590	3,767
Total Program Expenses	814,131	793,601
Marketing and Customer Service		
Advertising	15,801	13,433
Merchandise	3,053	3,825
Miscellaneous	1,135	2,582
Salaries, benefits and subcontractors	128,593	124,675
Training	-	13
Total Marketing and Customer Service	148,582	144,528
Administration Expenses		
Accounting and payroll fees	12,575	12,106
Bank charges	23,405	17,800
Cash (over) short	(40)	(1,266)
Communication	6,407	8,103
Liability and other insurance	22,894	23,269
Office	14,729	10,301
Salaries, benefits and subcontractors	65,123	66,611
Training	-	126
Total Administration Expenses	145,093	137,050
Facility and Building Expenses		
Maintenance and repairs	25,136	22,244
Management fees	110,175	110,175
Salaries, benefits and subcontractors	75,719	80,871
Supplies	50,655	53,754
Total Facility and Building Expenses	261,685	267,044
Total Expenditures	1,369,491	1,342,223
Surplus (Deficit)	17,558	(579)
Repayment to (recovery from) City of West Kelowna	\$ 17,558	\$ (579)