

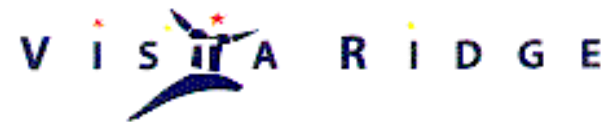
# Vista Ridge Recreational Association

Kevin Grogan  
General Manager

November 28, 2018

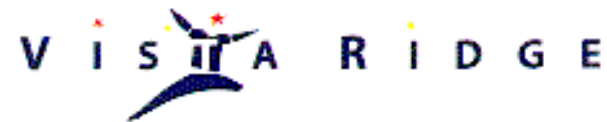
# Organization Mandate

- To provide safe, affordable recreation to all the residents of RMWB.
- To be fiscally responsible without compromising our guest experience.
- Continuous improvement through innovation
- Offer excellence in programs.
- Continue developing summer products to become a true “All Seasons Park”



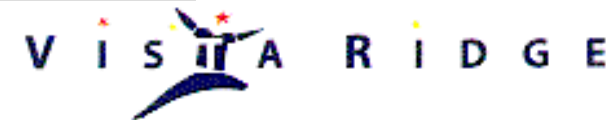
# Community Impact

- Over 50,000 winter visits to ski/snowboard and an additional 7,000 tubing.
- 5,500 school visits to ski, another 1,000 to tube.
- 4,000 guests visit the Adventure Park each summer.
- Free skatepark and playscape available for public.
- Further summer development will fill recreational voids in the region and result in 100% cost recovery.
- Multiple synergies with Saprae Creek community.



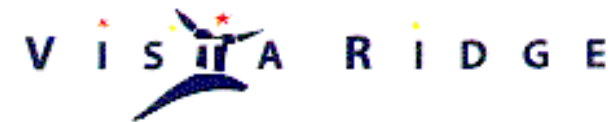
# 2019 Grant Request

2019 Grant Request	
Revenue	\$1,451,211
Expense	\$1,646,001
Subsidy Requested	\$195,000
Subsidy represents 11% of total expenses	
Previous Year's Financial Information	
Last Fiscal Year End Date	April 30, 2017
Total expenses from previous year	\$1,623,855
Unrestricted Net Assets	\$(67,752)



# Expense Summary

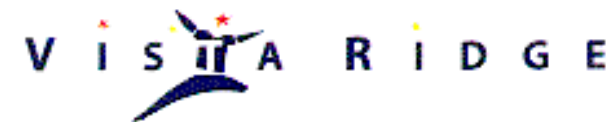
Cost Category	Total Expense	Funded by RMWB
Salary & Wages	\$775,000	-
Program Costs	\$225,000	-
Overhead Costs	\$571,001	\$120,000
Rink and Services	\$75,000	\$75,000
Total	\$1,646,001	\$195,000



# Community Investment History

2019 Request	2018	2017
\$195,000	\$195,000	\$185,000

- No increase in 2019 requested.
- Vista Ridge is reducing expenses by closing one chair for the season. The chair has been underutilised for several years and we feel it is a fiscally responsible decision.



**Vista Ridge Recreation Association**  
2019 Sustaining Grant Analysis

**CIP Grant Summary:**

2016	2017	2018	2019 Request	2019 Recommended by CIP	Variance Recommended vs. Requested
185,000	185,000	195,000	195,000	195,000	-

Fiscal Year End	Total Expenses	Unrestricted Net Assets
April 30, 2017	1,623,855	(67,752)

**Notes:**

The recommendation for 2019 is continued support for the Vista Ridge Recreational Association.

Vista Ridge Recreational Association has an Operating Agreement with the Regional Municipality of Wood Buffalo for the operations of Vista Ridge All Seasons Park, effective to March 2021.

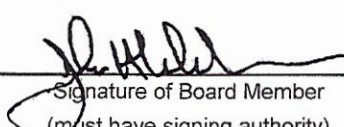
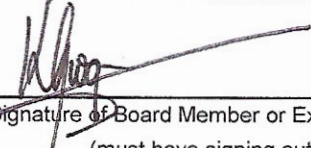
Budget Line Description	2019 Budget Request	2019 Recommended
<b>Revenues</b>		
RMWB Sustaining Grant	195,000	195,000
Other Revenue	1,451,211	-
<b>Total Revenues</b>	<b>1,646,211</b>	<b>195,000</b>
<b>Expenses</b>		
Utilities	70,000	70,000
Rental for Rogers/Telus Towers	15,000	15,000
Lifecycle Maintenance	50,000	50,000
Operating & Maintenance of Rink	60,000	60,000
Salaries and Wages	775,000	-
Other Overhead Expenses	451,001	-
Other Program Expenses	225,000	-
<b>Total Expenses</b>	<b>1,646,001</b>	<b>195,000</b>
<b>Total Surplus (Deficit)</b>	<b>\$ 210</b>	<b>\$ -</b>

## Sustaining Grant Part A - Organization Summary

Organization Name:	VISTA RIDGE RECREATIONAL ASSOC.
Street Address:	P.O. Box 5252
City/Hamlet:	FORT McMURRAY
Province:	ALBERTA
Postal Code:	T9H 3G3
Phone Number:	780-743-8651
Website:	vistaridge.ab.ca
Fiscal Year End:	APRIL 30 <sup>th</sup>
Act Registered Under:	SOCIETIES ACT (ALBERTA)
Registration Number:	506865849

*Note: Organization must be in good standing to receive funding.*

<b>Main Contact</b>	
Title:	KEVIN GROGAN
Name:	GENERAL MANAGER
Daytime Phone:	780-743-8651 x 4 [REDACTED] CELL
Email Address:	kgrogan@vistaridge.ab.ca
<b>Executive Director</b>	
Name:	AS ABOVE
Daytime Phone:	
Email Address:	
<b>Board Chair / President</b>	
Name:	JOHN WILSON
Daytime Phone:	[REDACTED]
Email Address:	John@hedco group.com

<p><b>Declaration of Board Members</b> - In making this application, we, the undersigned, confirm that we are authorized by the applicant organization to complete the application and hereby represent to the Regional Municipality of Wood Buffalo's Community Investment Program and declare that to the best of our knowledge and belief, the information provided is truthful and accurate, and the application is made on behalf of the above-named organization and with the Board of Directors' full knowledge and consent.</p>	
 Signature of Board Member (must have signing authority)	 Signature of Board Member or Executive Director (must have signing authority)
John Wilson Print Name	KEVIN GROGAN Print Name
2018-11-13 Date: (Year-Month-Day)	2018-11-02 Date: (Year-Month-Day)





## Part B - Board Questionnaire

How often does the Board of Directors meet?

QUARTERLY

Minimum number of board members according to bylaws:

8

Number of board members:

Currently:

12

2017:

11

2016:

10

Describe measures being undertaken to fill vacant spots if minimum board members are not met:

NOT APPLICABLE AT THIS TIME

Please list your current Board of Directors:

Name	Board Position	Years on Board
JOHN WILSON	CHAIR	23
MARTY GILES	VICE CHAIR	9
JIM MOORE	SECRETARY	23
DAVE HILL	DIRECTOR	23
GREG MACMILLIAN	"	23
KEVIN FOLEY	"	8
ROGER YOUNG	"	8
TOM POWER	"	7
DAVE WALLACE	"	7
BRENT DAVIS	"	7
KIM RIZZI	"	2
DAN FOUTS	"	1
DOUG SIMMS	"	ONE MONTH

## Part B - Board Questionnaire

Are any board members being paid, or receiving an honorarium, for being on the Board or for other positions in the organization outside of their role on the Board? Yes ☐ No ☐

If yes, complete the following table:

Board member name	Paid role on the board / organization	Amount received
	N/A.	

What are the restrictions (if any) on becoming a member of your organization or participating in programs or services?

THERE ARE NO RESTRICTIONS ON WHO IS ABLE TO BUY SEASON PASS / MEMBERSHIPS.  
PEOPLE CAN ALSO JOIN PROGRAMS WITHOUT A MEMBERSHIP. DAY TICKETS ARE AVAILABLE. THE MEMBERSHIP OPTION IS THE MORE ECONOMICAL CHOICE.

How often does the Board review the financial position of the agency? What efforts have been made in the past fiscal year to increase the number and types of financial support for your organization?

THE BOARD APPROVES THE ANNUAL BUDGET FOR THE UPCOMING SEASON AT MAY MEETING. AT THIS MEETING THE BOARD REVIEWS THE ANNUAL REPORT.

BOARD RECEIVES BI-WEEKLY OPERATIONAL REPORTS DURING THE WINTER SEASON. THE REPORTS INCLUDE A YTD ACTUAL TO APPROVED BUDGET.

The personal information collected in this application is collected under the authority of section 33(c) of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to process the application and contact you if needed, during the review of this application. If you have any questions about the collection and use of the personal information you may contact the Manager, Community Investment Program, at 9909 Franklin Avenue, Fort McMurray, AB T9H 2K4 or at (780) 743-7918.

## **Part C - Strategic Plan**

The Regional Municipality of Wood Buffalo 2018-2021 Strategic Plan focuses on the vision of a vibrant, sustainable region we are proud to call home. It identifies four key strategic priorities to achieve this goal: Responsible Government, Downtown Revitalization, Regional Economic Development, and Rural and Indigenous Communities and Partnerships. The Community Investment Program aims to assist non-profit agencies to achieve the goals and objectives outlined in the Municipal Strategic Plan.

The Sustaining Grant subsidizes organizations to operate and maintain Municipally-owned assets and/or contribute toward the key strategic priorities identified above. Please indicate which category that is applicable to the organization.

- ☒ Operator of a Municipally-owned asset (Please continue to Part E on page 7)
- ☐ Provide programs and services related to the collection, preservation and display of regional heritage and culture in a museum setting (Strategy & Initiatives #1a and #1c)
- ☐ Acts as a collective voice for:
  - a) the development of the arts community (Strategy & Initiative #1f);
  - b) advancement of cultural diversity (Strategy & Initiative #3f); or
  - c) promotion of tourism potential of the Municipality (Strategy & Initiative #3b)
- ☐ Provides strategic programs/services that are of benefit to the entire region

## **Part D - Organization Questionnaire**

What year did the organization complete its last strategic plan?

Provide a brief overview of the organization's strategic priorities:

## **Part D - Organization Questionnaire**

**Describe the elements, activities, or events of general operations that the organization is seeking this funding for:**

**Explain how the operations/programming will achieve the objectives of the Municipal Strategic Plan as indicated on page 4:**

**Describe any other funding initiatives the organization has taken or is planning to implement to further support this request for Sustaining Grant funding:**

**Current Volunteer Information:**

	Per Organizational Needs:	Currently Filled:
Program & Services Volunteers		
Fundraising Volunteers		
Committee Volunteers		
Administrative Volunteers		
Total Organization Volunteers (Count each only once)		

**Part E - Financial Information, Budget Request & Cash Flow****Current Staff Information:**

	Per Organization Chart:	Currently Filled:
Full Time Positions	36	34 (NOV. 2018)
Part Time Positions	30	25 (DEC 2018)

Please explain any cost savings initiatives the organization has, or is planning, to implement:

AFTER THE ECONOMIC DOWNTURN IN 2014 AND THE FIRE OF 2016 VISTA RIDGE HAS HAD TWO MONEY LOSING SEASONS. THE REDUCED POPULATION, RECOVERY RATES ON PASSES AND TERRIBLE WEATHER CONTRIBUTING TO THE OUTCOME.

VISTA RIDGE HAS ELECTED NOT TO OPEN THE BISON CHAIR THIS SEASON (2018-19). THERE WAS A NEED TO REDUCE EXPENSES OR REQUEST A GREATER SUSTAINING GRANT. OUR DECISION WAS BASED ON THE REDUCED UTILIZATION OVER RECENT YEARS. WE REMAIN COMMITTED TO THE STANDARDS OF EXCELLENCE IN OUR PARKS AND PROGRAMS.

**2019 Grant Request:**

Total 2019 Budgeted Revenue ( <u>excluding</u> RMWB Sustaining Grant)	\$ 1,451,211
Total 2019 Budgeted Expenses	\$ 1,646,001
Surplus* / (Deficit)	\$ (\$194,790)

**2019 Sustaining Grant Request Amount:** \$ 195,000

\* If in a surplus position, organization is not eligible for a Sustaining Grant.

**Please Indicate Preferred Cash Flow, if approved\*\*:**

January/February	April	
(no more than 75% of request)		
August	50%	October 50%

\*\* Must have minimum of 25% to be disbursed between August and December. There will be no funds released in July, as 6-month reports are due by July 31 and require Administrative review prior to August/October disbursements.

**Part F - Required Attachments for Application**

The following attachment **MUST** accompany your application:

- ☐ A detailed budget showing projected 2019 revenue and expenses
- ☐ 2019 Business Plan or Strategic Plan
- ☐ Logic Model (if available)
- ☐ Financial Statements of two (2) most recent fiscal years