426 – Cowichan Performing Arts Centre

Cowichan Performing Arts Centre is a 731 seat, professional theatre with the largest stage on the Island. It has a nationally recognised presenting series with diverse performances of artistic excellence that enhance the cultural life of the Region. Main expenditure categories include admin, rentals, presented shows, tech, maintenance, capital improvements.

426 - DEPARTMENT: COWICHAN PERFORMING ARTS CENTRE

REQUISITION AMOUNT:	**366,499**	
PARTICIPATING AREAS:	**FIGURES USED FOR APPORTIONMENT**	**MEMBERS SHARE**
CITY OF DUNCAN	**173,541,678**	**44,923**
DISTRICT OF NORTH COWICHAN-S.E.	**885,270,887**	**229,162**
ELECTORAL AREA D	**162,332,221**	**42,021**
ELECTORAL AREA E	**194,669,123**	**50,392**
TOTAL	**1,415,813,909**	**366,499**
RESIDENTIAL TAX RATE: (PER $1000 OF NET TAXABLE VALUE)	**0.0259**	**COST PER $100,000 HOUSEHOLD** **2.59**

COWICHAN VALLEY REGIONAL DISTRICT

2024-2028 FINANCIAL EXPENDITURE PROGRAM

Service: Cowichan Performing Arts Centre

Function: 426

TOTAL EXPENDITURE	2023	2024	2025	2026	2027	2028
Operational Costs	$2,421,316	$2,837,297	$2,936,600	$2,572,829	$2,497,892	$2,585,300
Long Term Debt						
Short Term Debt	103,496	45,748	45,748	45,748	45,779	
Capital	1,078,067		142,000	240,000		
Transfer to Capital Reserve						
TOTAL APPLICATION OF FUNDS	$3,602,879	$2,883,045	$3,124,348	$2,858,577	$2,543,671	$2,585,300
SOURCES OF FUNDS						
Requisition/Parcel Tax	1,215,542	366,499	1,744,348	1,293,577	1,473,903	1,510,300
User Fee	1,008,000	1,334,000	1,368,000	1,375,000	1,069,768	1,075,000
Transfer from Capital Reserve						
Other	917,186	1,182,546				
Debt Proceeds	200,000			90,000		
Transfer from Operating Reserve	262,000		12,000	100,000		
Surplus/(Deficit)	151					
TOTAL SOURCE OF FUNDS	$3,602,879	$2,883,045	$3,124,348	$2,858,577	$2,543,671	$2,585,300

2024 Debt Short Term with Principal & Interest

Borrowed	Amount	Maturity	P & I
Equipment	$60,461	2023	
Proposed	Amount	Maturity	P & I
Renovations	$200,000	2027	$45,748
Total			**$45,748**

CVRD

Account Code : ??-?-????-???? **To :** ??-?-????-???? **Function Type :** Selective

GENERAL REVENUE FUND
426 - COWICHAN PERFORMING ARTS CENTR

		2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDG	2024 DRAFT BUDGET
OPERATING REV					
2000 GRANTS					
01-1-2000-2101	PROVINCIAL GRANTS IN LIEU	-3,280	-128	0	0
01-1-2000-2120	FEDERAL CONDITIONAL	-2,500	0	0	0
01-1-2000-2121	PROVINCIAL CONDITIONAL	-45,000	0	0	0
01-1-2000-2700	GENERAL	0	-20,655	0	0
	Total GRANTS	-50,780	-20,783	0	0
4433 RECOVERY OF COSTS					
01-1-4433-0000	GENERAL	-23,515	-43,509	-5,000	-75,000
	Total RECOVERY OF COSTS	-23,515	-43,509	-5,000	-75,000
4700 ADMISSIONS					
01-1-4700-3315	RENTAL ADMISSIONS - NON TA	-91,860	-634,741	-450,000	-600,000
01-1-4700-3320	CENTRE SPONSORED - TAXAE	-76,007	-125,305	-150,000	-175,000
01-1-4700-3321	CO-PRODUCTIONS - TAXABLE	8,910	-211,034	-200,000	-225,000
01-1-4700-3325	CENTRE SPONSORED - NON T	0	-32,584	-21,000	-35,000
	Total ADMISSIONS	-158,957	-1,003,664	-821,000	-1,035,000
4705 TICKET USER FEE-THEATRE					
01-1-4705-0000	TICKET USER FEE - THEATRE	-16,293	-61,677	-65,000	-70,000
	Total TICKET USER FEE-THEATI	-16,293	-61,677	-65,000	-70,000
4771 SALES					
01-1-4771-2704	LIQUOR SALES	-344	-23,116	-25,000	-27,000
01-1-4771-2758	CONCESSION - THEATRE	-62	-10,607	-12,000	-15,000
	Total SALES	-406	-33,723	-37,000	-42,000
5331 RENTAL INCOME					
01-1-5331-2719	THEATRE	-18,292	-87,535	-70,000	-90,000
	Total RENTAL INCOME	-18,292	-87,535	-70,000	-90,000
5900 MISCELLANEOUS					
01-1-5900-2700	GENERAL	-6,378	-18,621	-6,000	-18,000
01-1-5900-5022	COMMISSIONS - SOUVENIRS	0	-3,395	-4,000	-4,000
	Total MISCELLANEOUS	-6,378	-22,016	-10,000	-22,000
5919 SPONSORSHIP					
01-1-5919-0000	SPONSORSHIP	0	0	-21,981	0
	Total SPONSORSHIP	0	0	-21,981	0
7571 REQUISITION					
01-1-7571-0000	REQUISITION	-989,077	-1,013,333	-710,011	-366,499

Account Code : ??-?-????-???? **To :** ??-?-????-???? **Function Type :** Selective

GENERAL REVENUE FUND
426 - COWICHAN PERFORMING ARTS CENTR

		2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDG	2024 DRAFT BUDGET
	Total REQUISITION	-989,077	-1,013,333	-710,011	-366,499
7585 CONTRIBUTIONS FROM OTHER AREAS					
01-1-7585-0000	CONTRIBUTIONS FROM OTHE	-401,325	-409,242	-281,119	-149,850
	Total CONTRIBUTIONS FROM O	-401,325	-409,242	-281,119	-149,850
7700 REGIONAL REC - CONTRIBUTION					
01-1-7700-7529	CONTRIBUTION FROM REGIOI	0	0	-505,531	-1,032,696
	Total REGIONAL REC - CONTRIE	0	0	-505,531	-1,032,696
9110 SURPLUS/DEFICIT - CURRENT YEAR					
01-1-9110-0000	SURPLUS/DEFICIT	0	39,658	-151	0
	Total SURPLUS/DEFICIT - CURR	0	39,658	-151	0
9120 TRANSFER FROM OPERATING RESERVE					
01-1-9120-0000	TSF FROM OPERATING RESEF	0	-39,658	-20,000	0
	Total TRANSFER FROM OPERAT	0	-39,658	-20,000	0
	Total OPERATING REV	-1,665,023	-2,695,482	-2,546,793	-2,883,045
OPERATING EXP					
1120 GENERAL EXPENDITURES					
01-2-1120-5110	SUNDRY EXPENSES	-175	0	0	0
	Total GENERAL EXPENDITURES	-175	0	0	0
7110 ADMIN EXPEND - I.S.C					
01-2-7110-1101	SALARIES/FULL TIME REGULA	112,552	193,750	282,005	218,878
01-2-7110-1202	WAGES - CUPE	78,379	125,885	116,354	125,103
01-2-7110-1204	WAGES - HOURLY	8,942	2,916	10,200	10,798
01-2-7110-1400	BENEFITS	56,388	91,734	124,716	108,038
01-2-7110-2110	CONFERENCES & SEMINARS	5,559	2,557	6,500	0
01-2-7110-2121	POSTAGE	145	314	375	375
01-2-7110-2131	TELEPHONE	1,552	3,404	2,500	3,513
01-2-7110-2210	ADVERTISING	12,786	17,499	27,000	20,000
01-2-7110-2330	CONSULTANTS	0	2,349	2,151	2,500
01-2-7110-2340	TRAINING & DEVELOPMENT	777	289	500	500
01-2-7110-2352	WEB PAGE	22,132	15,883	19,000	5,000
01-2-7110-2370	INSURANCE - PROPERTY	75	370	315	389
01-2-7110-2395	MEMBERSHIPS	1,514	3,403	2,700	3,000
01-2-7110-2475	MISCELLANEOUS EQUIPMENT	1,434	3,930	10,000	30,400
01-2-7110-2532	COMPUTER SOFTWARE UPGR	4,903	4,840	4,853	9,017
01-2-7110-2591	PURCHASED MTCE./COMPUTE	6,483	8,853	9,051	10,070
01-2-7110-2616	RENTALS - COPIER	2,658	3,172	2,680	3,200

Account Code : ??-?-????-???? **To :** ??-?-????-???? **Function Type :** Selective

GENERAL REVENUE FUND
426 - COWICHAN PERFORMING ARTS CENTR

		2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDG	2024 DRAFT BUDGET
01-2-7110-2675	INTERNET	1,823	1,629	1,935	1,823
01-2-7110-4100	ALLOC - GENERAL GOVERNME	197,994	129,387	125,574	207,834
01-2-7110-4520	ALLOC - GM REC & CULTURE	34,898	38,865	40,029	37,828
01-2-7110-4530	ALLOC - FACILITIES	4,262	4,413	6,085	6,141
01-2-7110-4560	ALLOC - LIABILITY INSURANCE	12,307	12,922	13,568	14,247
01-2-7110-5110	SUNDRY EXPENSES	914	700	600	600
01-2-7110-5120	PROMOTION	8,982	5,694	7,000	10,000
01-2-7110-5920	SUPPLIES - OFFICE	1,413	1,420	3,500	2,412
01-2-7110-5940	SUPPLIES - EQUIPMENT	2,514	3,164	0	2,000
01-2-7110-8150	BANK CHARGES	7,195	26,313	24,750	26,400
01-2-7110-9190	CASH SHORT & OVER	375	-2,375	0	0
	Total ADMIN EXPEND - I.S.C	588,956	703,278	843,941	860,066
7113 PROGRAM EXPENDITURES					
01-2-7113-1202	WAGES - CUPE	300,242	307,873	316,734	438,841
01-2-7113-1204	WAGES - HOURLY	38,055	133,139	218,254	177,471
01-2-7113-1400	BENEFITS	94,046	98,697	120,012	157,112
01-2-7113-1905	CONTRACT LABOUR	0	334	0	0
01-2-7113-2111	TRAVEL	-151	240	500	500
01-2-7113-2121	POSTAGE	0	0	250	250
01-2-7113-2340	TRAINING & DEVELOPMENT	578	366	2,500	0
01-2-7113-2475	MISCELLANEOUS EQUIPMENT	0	4,756	0	0
01-2-7113-2615	RENTALS - EVENTS	100,722	635,963	450,000	600,000
01-2-7113-2675	INTERNET	4,505	0	4,800	4,800
01-2-7113-5940	SUPPLIES - EQUIPMENT	103,878	44,916	64,981	45,000
	Total PROGRAM EXPENDITURE	641,875	1,226,284	1,178,031	1,423,974
7114 PERFORMANCE CONTRACTS					
01-2-7114-3001	PERFORMANCE CONTRACTS/	539	960	5,000	5,250
01-2-7114-3002	SOCAN	390	4,452	8,000	10,000
01-2-7114-3003	RE: SOUND	0	122	475	1,000
01-2-7114-3005	PERFORMANCE CONTRACTS/	125	284	3,500	3,500
	Total PERFORMANCE CONTRAC	1,054	5,817	16,975	19,750
7115 PERFORMANCE CONTRACTS/RECOVERY					
01-2-7115-3001	PERFORMANCE CONTRACTS/	-190	-2,093	-5,000	-2,000
01-2-7115-3002	SOCAN	-706	-10,070	-8,000	-10,000
01-2-7115-3003	RE: SOUND	-15	-1,068	-475	-1,000
01-2-7115-3004	PERFORMANCE CONTRACTS/	-1,315	-8,263	-4,000	-8,500
01-2-7115-3005	PERFORMANCE CONTRACTS/	-4,965	-7,428	-6,000	-7,000
01-2-7115-3006	PERFORMANCE CONTRACTS/	-40,149	-145,660	-157,728	-167,850
	Total PERFORMANCE CONTRAC	-47,341	-174,582	-181,203	-196,350

Account Code : ??-?-????-???? **To :** ??-?-????-???? **Function Type :** Selective

GENERAL REVENUE FUND
426 - COWICHAN PERFORMING ARTS CENTR

		2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDG	2024 DRAFT BUDGET
7116 SPECIAL EVENTS					
01-2-7116-2475	MISCELLANEOUS EQUIPMENT	0	194	0	0
	Total SPECIAL EVENTS	0	194	0	0
7118 CENTRE SPONS/PERFORMANCES					
01-2-7118-3001	PERFORMANCE CONTRACTS/	30,871	36,396	41,000	42,250
01-2-7118-3002	SOCAN	477	3,475	8,000	8,000
01-2-7118-3003	RE: SOUND	0	396	150	400
01-2-7118-3005	PERFORMANCE CONTRACTS/	83,779	277,447	100,000	240,000
	Total CENTRE SPONS/PERFORI	115,128	317,714	149,150	290,650
7124 FOOD SERVICES					
01-2-7124-1204	WAGES - HOURLY	2,570	11,614	10,756	9,708
01-2-7124-1400	BENEFITS	485	1,564	1,076	1,262
01-2-7124-5101	BEVERAGE PURCHASES	-591	8,296	12,500	15,000
01-2-7124-5102	PURCHASES/CONCESSION/TH	804	5,204	6,000	9,000
01-2-7124-5106	PURCHASES - OTHER	0	1,973	2,000	1,000
01-2-7124-7550	LICENCES & FEES	580	940	2,500	500
	Total FOOD SERVICES	3,848	29,589	34,832	36,470
7145 OPERATING & MAINTENANCE EXPEND					
01-2-7145-1101	SALARIES/FULL TIME REGULA	4,762	5,204	5,393	5,630
01-2-7145-1203	WAGES	158,483	154,953	166,226	175,496
01-2-7145-1400	BENEFITS	48,447	43,649	53,202	56,148
01-2-7145-2110	CONFERENCES & SEMINARS	0	0	100	100
01-2-7145-2340	TRAINING & DEVELOPMENT	0	0	300	300
01-2-7145-2379	SECURITY	25,935	22,240	20,800	21,800
01-2-7145-2410	R & M - BUILDINGS - GENERAL	15,308	22,685	28,750	29,000
01-2-7145-2412	REPAIRS & MAINT. - OTHER	0	0	7,500	7,500
01-2-7145-2414	R & M - BUILDINGS - GROUNDS	2,015	8,066	1,750	3,250
01-2-7145-2450	R & M - MACHINERY & EQUIPM	7,424	12,359	11,250	12,750
01-2-7145-2530	PURCHASED MTCE. - EQUIPM	2,964	3,203	2,500	2,500
01-2-7145-2620	RENTALS/MACHINERY & EQUII	14	144	500	750
01-2-7145-2743	ELEVATOR MAINTENANCE	0	0	2,500	2,500
01-2-7145-5410	UNIFORMS	0	94	450	450
01-2-7145-5510	WATER	1,110	2,452	1,900	3,963
01-2-7145-5512	FUEL	12,236	19,451	14,950	23,000
01-2-7145-5530	ELECTRICITY	42,551	43,677	54,000	48,000
01-2-7145-5550	GARBAGE DISPOSAL	1,329	1,722	2,100	2,000
01-2-7145-5924	SUPPLIES - JANITORIAL	4,286	6,530	7,400	7,600
	Total OPERATING & MAINTENAI	326,863	346,430	381,571	402,737

Account Code : ??-?-????-???? **To :** ??-?-????-???? **Function Type :** Selective

GENERAL REVENUE FUND
426 - COWICHAN PERFORMING ARTS CENTR

		2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDG	2024 DRAFT BUDGET
8115 SHORT TERM DEBT					
01-2-8115-8215	INTEREST	1,615	1,424	8,285	7,549
01-2-8115-8216	PRINCIPAL	72,859	73,049	95,211	38,199
	Total SHORT TERM DEBT	74,474	74,474	103,496	45,748
8222 CONTRIBUTION TO THIRD PARTY CAPITAL					
01-2-8222-0000	CONTRIBUTION TO THIRD PAR	0	0	20,000	0
	Total CONTRIBUTION TO THIRD	0	0	20,000	0
	Total OPERATING EXP	1,704,681	2,529,200	2,546,793	2,883,045
CAPITAL REV					
2000 GRANTS					
01-7-2000-2120	FEDERAL CONDITIONAL	0	0	-45,200	0
01-7-2000-2121	PROVINCIAL CONDITIONAL	0	-161,350	-501,650	0
	Total GRANTS	0	-161,350	-546,850	0
4433 RECOVERY OF COSTS					
01-7-4433-0000	GENERAL	0	-35,215	-9,600	0
01-7-4433-2762	CAPITAL IMPROVEMENT FUND	0	0	-178,300	0
	Total RECOVERY OF COSTS	0	-35,215	-187,900	0
8250 M.F.A. FUNDING					
01-7-8250-0002	M.F.A. FUNDING - SHORT TERM	0	0	-200,000	0
	Total M.F.A. FUNDING	0	0	-200,000	0
9010 TRANSFER FROM CAPITAL RES					
01-7-9010-0000	TSF FROM CAPITAL RESERVE	0	-58,683	-183,317	0
	Total TRANSFER FROM CAPITAL	0	-58,683	-183,317	0
9120 TRANSFER FROM OPERATING RESERVE					
01-7-9120-0000	TRANSFER FROM OPERATING	0	0	-95,000	0
	Total TRANSFER FROM OPERAT	0	0	-95,000	0
	Total CAPITAL REV	0	-255,248	-1,213,067	0
CAPITAL EXP					
8331 TRANSFER/GENERAL CAP FUND-100% ITC					
01-8-8331-6113	FURNITURE, FIXTURES, EQUIP	0	0	223,500	0
01-8-8331-6122	BUILDING IMPROVEMENTS	0	264,831	989,567	0
	Total TRANSFER/GENERAL CAP	0	264,831	1,213,067	0
	Total CAPITAL EXP	0	264,831	1,213,067	0

Budget Report by Cost Center

Account Code : ??-?-????-???? **To :** ??-?-????-???? **Function Type :** Selective

GENERAL REVENUE FUND
426 - COWICHAN PERFORMING ARTS CENTR

	2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDG	2024 DRAFT BUDGET
Surplus/Deficit	**39,658**	**-156,699**	**0**	**0**

Budget Report by Cost Center

Account Code : ??-?-????-???? **To :** ??-?-????-???? **Function Type :** Selective

	2021 ACTUAL	2022 ACTUAL	2023 AMENDED BUDG	2024 DRAFT BUDGET
Summary Total Revenues	**0**	**0**	**0**	**0**
Summary Total Expenses	**0**	**0**	**0**	**0**
Summary Surplus/Deficit	**39,658**	**-156,699**	**0**	**0**

2024 Year over Year Comparative Analysis

Function: **426 - ISC Theatre**

Requisition Change	2023 Requisition	Proposed 2024 Requisition	Requisition $ Increase (Decrease)	Requisition % Increase (Decrease)
	$1,215,542	$1,399,195	183,653	15.11%

A) Core Budget		2023 $ Budget	2024 $ Budget	Requisition $ Increase (Decrease)	Requisition % Increase (Decrease)
Explanation of increase/decrease:	***Revenues***				
	Increase in Contributions from Other Areas	-281,119	-149,850	131,269	10.80%
	Increase in Centre Sponsored Admissions	-171,000	-210,000	(39,000)	(3.21%)
	Increase in Co-Sponsored Admissions	-200,000	-225,000	(25,000)	(2.06%)
	Increase in TUF and Recovery of Costs	-70,000	-145,000	(75,000)	(6.17%)
	Increase in Rental income	-70,000	-90,000	(20,000)	(1.65%)
	Increase in Miscellaneous Sales	-10,000	-22,000	(12,000)	(0.99%)
	Increase in Liquor and Concession sales	-37,000	-42,000	(5,000)	(0.41%)
	Increase in Performance Contract Recoveries	-181,203	-196,350	(15,147)	(1.25%)
	Expenditures			0	0.00%
	Increase in Administration Allocations	185,256	266,050	80,794	6.65%
	Decrease in Administration (less allocations)	115,410	100,799	(14,611)	(1.20%)
	Decrease in Admin Wages and Benefits	533,275	462,817	(70,458)	(5.80%)
	Increase in IT Asset Management	10,000	30,400	20,400	1.68%
	Increase in Program Wages and Benefits	655,000	773,424	118,424	9.74%
	Decrease in Program Expenses	51,050	50,550	(500)	(0.04%)
	Increase in Performance Contract Expenses	166,125	310,400	144,275	11.87%
	Increase in Food Services Wages and Expenses	34,832	36,470	1,638	0.13%
	Increase in O & M Building Expenses	85,900	90,500	4,600	0.38%
	Increase in O & M Wages & Benefits Expenses	224,821	237,274	12,453	1.02%
	Decrease in O & M Electricity	54,000	48,000	(6,000)	(0.49%)
	Increase in O & M Fuel	14,950	23,000	8,050	0.66%
	Increase in O & M Water	1,900	3,963	2,063	0.17%
	Decrease in Principal	103,496	45,748	(57,748)	(4.75%)
	Surplus Defecit	-151	0	151	0.01%
		0		0	0.00%
	Subtotal	**1,215,542**	**1,399,195**	**183,653**	**15.11%**

B) Prior Year One-time items					
			0	0	0.00%
	Subtotal	**0**	**0**	**0**	**0.00%**
Max Draft 2024 Budget				**183,653**	**15.11%**

C) Other items to maintain service level					
	Service Levels		**10183**	10,183	0.84%
	Revenue increase		**5000**	5,000	0.41%
	Advertising, Conferences, Seminars		**15000**	15,000	1.23%
	Staff Training		**3000**	3,000	0.25%
				0	0.00%

		Subtotal	**0**	**0**	**33,183**	**2.73%**
	Total Draft 2024 Budget				**216,836**	**17.84%**
D)	**Supplemental Items**					
1)	**Asset Management Repairs/Replacements - Lobby HVAC**	Capital	-	90,000	90,000	7.40%
2)	**Read-0-Graph**	Capital	-	25,000	25,000	2.06%
3)	**Scissor Lift**	Capital	-	35,000	35,000	2.88%
		Other/CIF	-	(35,000)	(35,000)	(2.88%)
4)	**Operable Wall**	Capital		95,000	95,000	7.82%
		Reserves		(95,000)	(95,000)	(7.82%)
5)	**IATSE Staff Adjustment**	Wages		1,487	1,487	0.12%
		Existing Operating		- 1,487	(1,487)	(0.12%)
		Subtotal	**-**	**115,000**	**115,000**	**9.46%**
	Max 2024 Requisition change if Supplemental & Other Items are Approved				**331,836**	**27.30%**

Notes:

1) The Operating Reserve balance at December 31, 2022 is $252,978 with $20,000 committed in 2023 - uncommitted balance is $232,798. Min = $388,000

2) The Capital Reserve balance at December 31, 2022 is $0 with committed in 2023 - uncommitted balance is $0.