

Interlakes Pickleball Court Resurfacing

Total

\$26,132.88

<u>Item</u>	<u>Cost</u>
Plexipave Surface coating 3600 square feet	\$23,632.88
Miscellaneous signage, tools, landscaping around courts	\$2,500.00

Item



Grants for Assistance Application

South Cariboo and District of 100 Mile House



100 Mile House

Monday October 2nd 2023 12:48 PM

Name of Organization: Roe Lake & District Recreation Commission

Mailing Address: 7592 Hwy 24 Lone Butte BC V0K 1X2

Physical Address: 7592 Highway 24, Lone Butte, BC V0K 1X2

Telephone (office): 250-593-4869 **email:** interlakescommunity@outlook.com

Purpose of Organization: To provide, administer and maintain a multi-use facility for the community.

Purpose of Organization: 100% South Cariboo, 100 Mile House and Interlakes Area

How long has the organization operated in the community? Since November 1977

BC Society Registration Number: S0013562

Federal Charitable Registration Number: 868080979 RR001

Chairperson's name: Jim Zailo

Telephone: [REDACTED] **email:** [REDACTED]

Treasurer or Financial Officer's name: Theresa Draper

Telephone: [REDACTED] **email:** [REDACTED]

Date of your last Annual General Meeting (AGM): 4/3/2023

Previous Grant from CRD amount: \$ \$5,000 in 2017

Current Grant Requested from CRD: \$ \$10,000

PROJECT INFORMATION

1. Brief Description of Proposed Use of Grant Being Applied For:

Application of a sport surface coating, as the final stage of the two new outdoor pickleball courts; this is a project that has been in the works since 2020.

2. How do you know there is a need for this service/project in our community?

Pickleball is the fastest growing sport in North America. We have one indoor court at the Interlakes Hall, and the interest in playing has increased significantly so we adjusted our program times to include two different playing sessions, two days a week. The asphalt was laid at the end of August on our outdoor courts, and on the first day of outdoor play we welcomed 11 players for the early shift 8:00-10:30 am, and another 11 players for the later shift 10:30-1:00 pm. We welcomed players from Quesnel and Horse Lake on the first day. Since our outdoor courts have been ready, we have signed up several new members to the Interlakes hall and our Pickleball membership has grown to 60 members.

3. Start date of the project: 5/25/2020 **End date for the project:** 9/30/2024

4. Describe the key activities and timelines to complete this project: Obtain quotes on the resurfacing- one already received...sourcing other companies to quote as a comparison Secure adequate funds through existing funds, private donations, fundraising and grants - in process, and will go into spring 2024 Spring/summer 2024 - have courts resurfaced

5. How will you determine if the project/event was successful? We will calculate the growth in participants of our pickleball program and also measure the increase in Interlakes Community Centre (ICC) memberships. We have already received support of this initiative through our Facebook postings on our own Facebook page as well as the Interlakes Facebook page.

6. Does your organization have sustainable funding? Please explain. Our pickleball program contributes approximately \$2,500 to the Interlakes Community centre on an annual basis and some of these funds have been used for new equipment. Once the capital has been raised and the resurfacing of the courts has been completed, the ongoing revenue from the pickleball program from drop-in fees will more than cover the ongoing maintenance and equipment costs.

7. Is your agency applying for funds from other sources for this project/event?

NDIT \$10,000

8. Describe the impact of this application being denied or approval of an amount less than requested. Will you be able to complete the project/event if you do not receive the funds applied for?

Our goal is to complete this project in 2024, so a denial of funds or approval of less than requested funds will increase the amount of fundraising required. The pickleball players at Interlakes Hall are a very committed group of volunteers, and have already spent more than 150 volunteer hours preparing the asphalt surface for play and erecting a chain link fence around the two pickleball courts. With Pickleball being such a fast growing sport, particularly with a demographic that is prevalent in the South Cariboo, we are confident this project will be a success. With the 100 Mile House Pickleball Courts proposal being denied (at least for now), we believe it is crucial to have outdoor pickleball courts available in the area for residents and visitors to access.

9. Does your organization charge user fees/membership/admission? If yes, attach your current fee structure.

10. Does your organization receive any other support(s) from the CRD? (i.e. financial support, rental subsidies, contribution agreements, tax exemption, use of CRD-owned facility) If yes, what support(s) and how much?

Yes. 3 Hall agreement approx \$8,000/yr; energy subsidy which has virtually been eliminated by installation of solar panels at Interlakes Hall

11. How will you recognize the CRD's contribution to your organization?

I confirm: *

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF

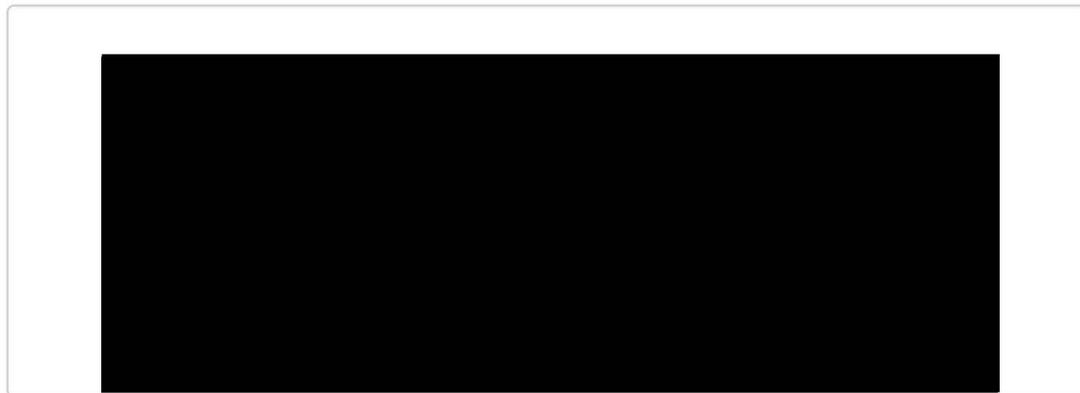
MY KNOWLEDGE.

Date:

10/2/2023



Signature: (President/Chairperson) ?



Please attach minutes, list of Directors, and Financial Statements * ?

File Name



RL&DRC AGM minutes April 03, 2023.pdf

29.2 KB

A final report for your last grant received **MUST** be included with this submission, if not previously submitted.

If your organization charges user fees/memberships/admission, attach your current fee structure.

File Name



Rental Rates PolicyFEB.2019.docx

21.9 KB

Please provide a detailed financial budget for the project. *

File Name



Pickleball Resurfacing Budget.xlsx

10.6 KB

Interlakes Community Hall AND Roe Lake & District Recreation Commission
Rental Rates & Policy

Free Use of Interlakes Community Complex:

All events for children
Preparation of Meals on wheels for seniors
Interlakes Volunteer Fire Department
Memorials
Quilts for Chemo (restricted to 2 days a month)
Events that are for the general "Community Benefit" e.g. free income tax preparation and flu immunization.

Non-profit Community Groups, per day:

2 hours or less and no kitchen use	\$2.00 per member or \$3.00 non-member to a maximum of \$35.00
4 hours or less with kitchen use	\$2.00 per member or \$3.00 non-member to a maximum of \$100.00
4 – 6 hours with kitchen use	\$2.50 per member or \$3.50 non-member to a maximum of \$150.00
6 – 8 hours with kitchen use	\$3.00 per member or \$4.00 non-member to a maximum of \$200.00

Bridge Lake Fair – Hall rental and use of Rodeo Grounds is \$500.00

Participants of non-profit community groups can pay \$5.00 per year (Jan-Dec) to Interlakes Community Centre Society to become a member.

For profit groups and organizations, per day:

A \$250.00 refundable damage deposit is required 5 days prior to event

4 hours or less with kitchen use	\$100.00
4 - 6 hours with kitchen use	\$150.00
6 - 8 hours with kitchen use	\$200.00

Government elections – use the federal rate for use of hall for the 12 to 16 hour period.

Weddings, Family Reunions, Anniversaries etc. (weekend use of hall)

Two days of rental being: One half day prior to event, full day of event, and one half day after the event. A Refundable booking fee of \$250.00 is required at time of booking. If the event is cancelled within 120 days of the actual event, the booking fee is refunded. In the event that less than 120 days' notice of cancellation is given, the booking fee is non-refundable.

A \$500.00 damage deposit is payable at the same time as the rental fee. The renter must pay for all damages to premises or furnishings arising out of the use of the premises by the renter, and his/her guests. If the damage deposit is inadequate to cover the cost of repairs/replacement, the renter is responsible for the balance of the cost and will be billed accordingly. After the event, the Roe Lake & District Recreation Commission representative will

inspect the Community Centre with the renter. The damage deposit will be returned within seven (7) days if all conditions apply:

- a) The key is returned.
- b) There is no damage to the Centre.
- c) The Centre is cleaned as per Appendix B, if that option is chosen.
- d) The kitchen equipment, dishes, cutlery, and serving dishes are not missing.
- e) The return of the Audio/visual system controller.

Rental fee - \$350.00

Table cloth cleaning fee of \$5.00 per table cloth used.

Additional cleaning charge - \$150.00.

If renter is hiring their own caterer for meals, the caterer must bring all their own equipment and utensils.

Any long distance phone calls during the rental period will be the responsibility of the renter.

Liability Insurance:

Renter shall obtain general liability insurance covering the Date of Event to the End of Event, within the time period as stated on the page 1 of this agreement. The minimum general liability must be one million dollars in a form and amount satisfactory to Roe Lake & District Recreation Commission. A certificate of insurance and a policy endorsement naming Roe Lake & District Recreation Commission as an additional insured on the policy shall be provided to Roe Lake & District Recreation Commission at least 15 business days before the day of the event.

Bar Policy:

All alcoholic beverages are served under a Family Event - Special Occasion License authorized by the Liquor Control and Licensing Branch of BC. The renter must obtain this license directly from the Liquor Control and Licensing Branch of BC. The license is obtained by going online to the website <https://solo.bclldb.com>

Pursuant to the Liquor Control Licensing Branch of BC:

No U-Brew wine and beer is allowed.

Be prepared to show proper ID if asked by the bartender.

All rules and regulations established by the Liquor control Licensing Branch of BC shall be strictly adhered to.

There are two options:

- 1) Roe Lake & District Recreation Commission will run the bar, be responsible for the supply of all alcohol, mix, ice, glasses, and liability insurance. The renter must apply for the Family Event – Special Occasion License. The cost of the drinks will be \$5.00. The renter can purchase alcohol tickets in advance at the cost of \$5.00 each if they wish to purchase a drink for their guests.
- 2) The renter may wish to run the bar themselves. They must provide their own alcohol, mix, ice, glasses, License and liquor liability insurance. The license and liability insurance must be shown to a Roe Lake & District Recreation Commission representative prior to

Revised March 23, 2016

obtaining the key to the Community Centre. Non-compliance with this section will result in the cancellation of all alcoholic beverages being served.

Rodeo grounds:

The group renting the rodeo grounds must have their own liability insurance.

- Day use arena only, no stall use

\$100.00 per day

\$250.00 per weekend

plus a refundable damage/cleaning fee deposit of \$250.00 payable at time of booking.

- Individual rider use, private non-commercial use

\$50.00/year user fee for individual/family (2 adults and children) \$ 100

Every user must provide copy of HCBC membership

Renter is responsible for clean-up, if not then an additional charge of \$250.00.

No alcohol and marihuana is allowed.

\$40.00 for stall rental. \$20.00 is returned if the stall is cleaned up after the event

- Rodeo concession rental

\$50.00 per day

\$ 200.00 per weekend

plus a refundable damage/cleaning fee deposit of \$200.00 payable at time of booking

must have their own food permit from Interior Health

Ball diamonds:

The group renting the ball diamonds must have their own liability insurance or be covered under a provincial/national ball association, see liability insurance page 2.

\$350.00 per weekend includes washroom use, plus a damage/cleaning deposit of \$250.00.

Renters are responsible for cleanup of grounds and parking area.

For kitchen use see fees page 1.

No alcohol is allowed.

APPENDIX B

The following clean up procedure after event must be completed as follows:

1. COMMUNITY CENTRE
 - Remove all decorations.

2. KITCHEN
 - All dishes, cutlery serving dishes washed and put away
 - Wipe out coolers
 - Wipe down kitchen counter
 - Wipe out and dry all kitchen sinks
 - Clean stove, oven and microwave (if used) to remove spots/spills
 - Sweep and mop kitchen floor
 - All food belonging to the renter must be removed
 - Oven and stove elements must be turned off
 - Taps turned off according to photo above sink
 - Remove all garbage and replace with new liner

3. CHECK BEFORE YOU LEAVE
 - Turn off all lights
 - Firmly close all exit doors
 - Be sure everyone is out of the building
 - Set alarm system
 - Ensure front door is firmly locked

All marked items have been completed.

Renter Signature

RL&DRC Representative Signature

Date

Roe Lake & District Recreation Commission
Annual General Meeting
April 03, 2023

Meeting called to order 7:00pm

Members present: Lorraine Jerema, Gary Cleveland, Susan Pizzuto, Jim Zailo, Lyndamae Wilson, Barb Goddard, Barb Pearce, Wendy Chase, Linda Shephard, Irene Soares, Amy Kerslake, Theresa Draper, Pat Lytton, Maggie Benzing and Chet Powell

Reading of 2022 minutes by Lorraine Jerema: Motion to approve: 1st by Susan Pizzuto, 2nd by Lyndamae Wilson, Carried

President's Report read by Lorraine Jerema - see attached

Treasurer Report as read by Maggie: Profit and Loss as of December 31, 2022

Total Income	\$ 125,629.51
Total Expenses	\$ 90,988.32
Net Income	\$ 34,641.19

Balance Sheet as of December 31, 2022

Total Assets	\$1,094,216.35
Total Liabilities and Equity	\$1,094,216.36

Please see attached spreadsheet for full details. Motion to accept treasurer report as read: 1st by Theresa Draper, 2nd Barb Goddard, Carried

Construction: Rear entrance to be completed. Building permit extended until December 2023. We may need to hire someone to fix as CRD will not issue any more extensions.

Building Maintenance: Hot water tank has been fixed. It was a loose wire on top of the tank.

Rentals: Three CRD public hearings, one family reunion, two Telus sales pitches and two AGM's from other societies

Mother's Day Breakfast: Cancelled for 2022 as there was only 25 breakfasts handed out in 2021.

Memorials: Hosted four Celebrations of Life

Christmas Hamper: Organized by Susan, we handed out 24 hampers.

Elder's Lunch December 2022: 58 people attended and was a great success.

Frozen Meal: On going

Volunteer Hours: 1,197.25 hrs and 721 km

See attached reports for above mentioned topics.

Old Business:

Pickle ball courts: We completed ground work. Asphalt coating and lines will be done in 2023

Fence: Will be completed once courts are done. Volunteers and Craig will do the fencing

New Business:

Heating system: We need to look at a new heating system, preferred a heat pump and will apply for grants. In February the furnace was checked and only 2 elements out of 8 are working. Chet will be applying for grants for heating system. Heat pump is best option for us and would work with our current duct work for heating and cooling.

Solar panels: Everything is budgeted for with the CRD. Maggie says we will know by mid-April if the government grants are approved. If so there will be 20 panels on each side of roof and work can start almost immediately. Last year hydro cost was \$8,500. The system would amortize within 6 years.

Election of Officers:

Lorraine Jerema called for nominations for 2023.

Lorraine Jerema resigns as President. She is thanked for her years of service to the community

Pat Lytton is running the election:

Directors to stay on for another year: 2023-2024 Mai Pedersen, Theresa Draper, Gary Cleveland and Susan Pizzuto.

Directors who offered to stand for another 2 years: Barb Goddard, Jim Zailo and Lyndamae Wilson.

New Directors nominated by the floor for a 2 year period: Barb Pearce, Pat Lytton and Dolores Casselato

Gary Cleveland makes a motion to accept all 6 directors for a 2 year period. All accepted, carried

Executive positions that need to be filled: President and Secretary for a 2 year term..

Nominations open for President: The floor put forward to elect Jim Zailo for President. Pat Lytton reads 3 times Jim Zailo for President. All approved and Jim Zailo accepts .

Nominations open for Secretary: Susan Pizzuto puts herself forward. Pat Lytton reads 3 times. All accepted by floor.

Treasurer: Theresa Draper will continue for 1 year to fulfill her two year period.

Vice President: Gary Cleveland will continue for 1 year to fulfill his two year period.

Signing authorities are Mai Pedersen, Theresa Draper and Susan Pizzuto and they will continue for another year to fulfill their two year period.

Chet Powell was introduced as the new Program Coordinator. Motion by Theresa Draper and 2nd by Pat Lytton to accept Chet as the replacement for Maggie Benzing. Motion carried by all

Pat Lytton motions that the Directors and Executive are all approved. 1st Pat Lytton, 2nd Gary Cleveland

Meeting Adjourned: 7:50pm

Next AGM: April 1, 2024 @7pm