

Shuswap Lake Estates Tennis Club
c/o Ken Schamuhn
2863 Northwood Pl
Blind Bay, BC

June 2, 2017

CSRD Board
c/o Ms. Jodi Pierce
Manager | Financial Administration Services
CSRD

Dear Board Members,

This letter is further to our grant-in-aid application.

We request a grant, not through the grant-in-aid program, but rather from the Community Works Fund, with funding from the recreation infrastructure eligibility. The amount of grant we are requesting is as detailed in our original application for a grant-in-aid: \$31,500.

Thank you.

Respectfully yours,

Ken Schamuhn

COLUMBIA SHUSWAP REGIONAL DISTRICT

APPLICATION FOR GRANT-IN-AID

-
1. Date: May 17 2017
 2. Name of Group: Shuswap Lake Estates Tennis Club
 3. Address: 2468 Golf Course Drive Blind Bay BC V0E 1H2
 4. (a) Date organization established in the Regional District: 2006
(b) Registered Society in Province of BC:
Reg. No. Not Registered, but Non-Profit Date: _____
(c) Registered Charitable Organization with Federal Government:
Reg. No. Not Registered, but Non-Profit Date: _____
 5. Number of persons served:
Electoral Area: C Other (explain): not limited to Electoral C
 6. President: Ken Schamuhn Phone: 250-675-5439
Address: 2863 Northwood PL Blind Bay BC V0E 1H2
 7. Secretary: Betty Dupuis Phone: 250-675-5225
Address: 2592 Highlands Drive Blind Bay BC V0E 1H2
 8. Board of Directors
 1. Warner Aeyelts, Vice Pres
 2. Janice Kinley, Treasurer
 3. _____
 4. _____
 5. _____
 6. _____
 9. Executive Director or contact person: Ken Schamuhn
Phone: 250-675-5439 Email: ken.schamuhn@gmail.com
 10. Society or Organization's objectives:
To provide quality, recreational and affordable tennis for the communities surrounding the Shuswap Lake Estates Tennis Courts; not limited to Blind Bay, Cedar Heights, White Lake, and Sorrento. To provide the same to non-residents visiting and vacationing in the area.

APPLICATION FOR GRANT-IN-AID – Page 2

11. Purpose to which grant fund will be expended:

To bring the surface of the tennis courts to a quality and safe surface to play on.

12. Budget (attach copy): \$ 44,500.00

13. Grant Request: \$ 44,500.00 Minimum Required: \$ 9,500.00

14. Has your organization received grants in previous years from the Regional District? Please indicate year, type of grant, and amount for past three years:

YEAR	AMOUNT
	Nil
	Nil
	Nil

15. How will community and/or participants benefit?

Quality and Safe tennis courts to play on for 20 years with a full re-pave expense and an estimated 5 years with a re-surface.

16. Amount of grant received from Senior Governments (Provincial/Federal), Local Governments, Crown Agencies, and other funding Agencies for the past three years.

NAME OF CONTRIBUTOR	YEAR	AMOUNT RECEIVED
		Nil
		Nil
		Nil

17. List amount of personal funding being used, e.g. Membership fees, bottle drives, bingo, casinos, etc.

98% of Membership Dues only to a minimum of \$22,000. It has taken the SLE Tennis Club a minimum of 6 years to acquire this kind of contribution to our courts.

18. Details of community support for objectives:

Membership and drop-in usage.

Closest tennis courts in the area - Salmon Arm and Kamloops.

APPLICATION FOR GRANT-IN-AID – Page 3

19. Please state size of membership in your organization: 38 (full pay); unlimited drop-in usage
20. Applications must be accompanied by the following supporting information if the requested amount is \$2,000 or greater.
- (a) The organization's most recent Financial Statements.
 - (b) The organization's projected Statement of Revenues and Expenditures for the upcoming calendar year or twelve month fiscal period, together with comparatives for the previous calendar year or twelve month fiscal period.

PLEASE FORWARD TO:
MANAGER, FINANCIAL SERVICES
COLUMBIA SHUSWAP REGIONAL
DISTRICT

ATTACH ANY ADDITIONAL INFORMATION WHICH WOULD ASSIST
IN THE EVALUATION OF YOUR REQUEST.

Note: This summary MUST be completed to process your request.

ON BEHALF OF THE ORGANIZATION,
I/WE HEREBY DECLARE THAT ALL THE INFORMATION PRESENTED
AND/OR PROVIDED WITH THIS APPLICATION IS TRUE AND CORRECT.

DATED AT Blind Bay, BC THIS 18 DAY OF May, 2017

Ken Schamuhn, President

NAME


SIGNATURE

250-675-5439

TELEPHONE

ken.schamuhn@gmail.com

EMAIL

ONLY NON-PROFIT ORGANIZATIONS ARE ELIGIBLE FOR GRANTS

Columbia Shuswap Reginal District
Application for Grant-in-Aid

From:
Shuswap Lake Estates Tennis Club

Maximum Grant:

Court Re Pave	\$ 35,000.00
Court Re Surface (paint etc)	\$ 31,500.00
Less Membership Contribution	<u>-\$ 22,000.00</u>
Total Application:	<u><u>\$ 44,500.00</u></u>

Minimum Grant:

Court Re Surface (paint & repair cracks)	\$ 31,500.00
Less Membership Contribution	<u>-\$ 22,000.00</u>
Total Application:	<u><u>\$ 9,500.00</u></u>

**SHUSWAP LAKE ESTATES
TENNIS CLUB (a)(b)**

**Shuswap Lake Estates Tennis Club
December**

2016

2015

Balance Sheet

Cash	\$ 6,127.36	\$ 3,978.66
Credit Union Dividends	32.58	31.98
Credit Union Patronage	52.58	41.34
Term #12 (Exp 01Jun 2015 1.4%)	2,591.10	10,418.68
Term #13 (Exp 04Dec15 1.85%)	10,564.94	2,598.18
Term #14 (Exp 02Apr 2017 1/5%)	2,621.63	2,552.70
	<u>\$ 21,990.19</u>	<u>\$ 19,621.54</u>

Income Statement

Revenues

Memberships	\$ 4,730.00	\$ 3,770.00
Dividend and Interest Earned	222.39	160.07
Drop In (not put in petty cash)	0.00	100.00
NSSCRA	74.00	275.00
	<u>\$ 5,026.39</u>	<u>\$ 4,305.07</u>

Expenses:

Liability Insurance	\$ 220.00	\$ 220.00
Court Supplies	2,203.14	4,201.51
Tennis BC	201.60	197.40
Misc.	33.00	
	<u>\$ 2,657.74</u>	<u>\$ 4,618.91</u>

Income (Loss)	\$ 2,368.65	\$ (313.84)
Previous years Cash Balance	\$ 19,621.54	\$ 19,935.38
	<u>\$ 21,990.19</u>	<u>\$ 19,621.54</u>

Balance Fwd from previous year:	\$ 142.75	\$ 142.75
Keys Cut	\$ (69.67)	
Chocolate Cake & wastebags	\$ (38.44)	
Items for Fay	\$ (22.25)	
Drop In Tennis	\$ 120.00	
	<u>\$ 132.39</u>	

**SHUSWAP LAKE ESTATES
TENNIS CLUB**

(b)

Shuswap Lake Estates Tennis Club
Projected

Projected
2017

Actual
2016

Balance Sheet

Cash	\$ 6,127.36	\$ 6,127.36
Credit Union Dividends	32.58	32.58
Credit Union Patronage	52.58	52.58
Term #12 (Exp 15 Jul 2017 1.4%)	2,591.10	2,591.10
Term #13 (Exp 11 Jun 2017 1.85%)	10,564.94	10,564.94
Term #14 (Exp 02 Apr 2017 1/5%)	2,621.63	2,621.63
	<u>\$ 21,990.19</u>	<u>\$ 21,990.19</u>

Income Statement

Revenues

Memberships	\$ 4,020.00	\$ 4,730.00
Dividend and Interest Earned	222.00	222.39
Drop In (not put in petty cash)	0.00	0.00
NSSCRA	0.00	74.00
	<u>\$ 4,242.00</u>	<u>\$ 5,026.39</u>

Expenses:

Liability Insurance	\$ 220.00	\$ 220.00
Court Supplies	500.00	2,203.14
Tennis BC	201.60	201.60
	-	33.00
	<u>\$ 921.60</u>	<u>\$ 2,657.74</u>

Income (Loss)	\$ 3,320.40	\$ 2,368.65
Previous years Cash Balance	<u>\$ 19,621.54</u>	<u>\$ 19,621.54</u>
	<u>\$ 22,941.94</u>	<u>\$ 21,990.19</u>

Petty Cash

Balance Fwd from previous year:	\$ 132.39	\$ 142.75
Flowers etc. for Petra	\$ (35.25)	\$ (69.67)
	\$ -	\$ (38.44)
	\$ -	\$ (22.25)
	\$ -	\$ 120.00
	<u>\$ 97.14</u>	<u>\$ 132.39</u>

SHUSWAP LAKE ESTATES TENNIS CLUB

[illegible]

Opening:	\$	19,621.54
Closing:	\$	19,621.54

Plexipave Tennis Court Surface Coating Quotation - Standard Colours

Quote #:

Shuswap Lake Estates - Dick Lepkey**JL-04/03/2016**

Total Square Footage: 13,200

Total Square Meters: 1,228

2

Court (s)

To Supply All Labour, Materials, and Equipment To:

- 1 Pressure wash the entire surface with mechanical pressure washer.
- 2 Fill any major cracks or divots with tennis court crack filler and/or Court Patch Binder.
- 3 Inspect the entire surface and clean the surface by mechanical blower.
- 4 Apply by squeegee 1 coat(s) of "Acrylic Resurfacer" as per manufacturer's specifications.
- 5 Inspect the entire surface, remove any ridges, and clean the surface by mechanical blower.
- 6 Apply by squeegee 2 coat(s) of "Plexipave Color Filler Coat" as per manufacturer's specifications.
- 7 Inspect the entire surface, remove any ridges, and clean the surface by mechanical blower.
- 8 Apply by squeegee 1 coat(s) of "Plexichrome Color Finish Coat" as per manufacturer's specifications.
- 9 Line painting of: 2 Tennis court (s) with "Textured line paint" as per manufacturer's specifications. The playing lines will be taped, and two coats of line paint will be brush applied. All playing lines will be straight and true.

CONTRACT PRICE: \$20,072.05

G.S.T.: \$ 1,003.60

TOTAL PRICE: \$ 21,075.65

**TERMS: 25 % on confirmation - Deposit Prior to Start
75 % on completion - Cheque on Completion**

WARRANTY

**Tomko Sports Systems Inc. WARRANTIES ITS USAGE OF MATERIALS
AND WORKMANSHIP AGAINST PEELING, AND FADING FOR
A PERIOD OF 24 MONTHS FROM COMPLETION. THIS DOES NOT INCLUDE
PROBLEMS CAUSED BY THE MOVEMENT OF THE ASPHALT /SUB-BASE.**

***** ALL EXISTING CRACKS IN THE SURFACE / ASPHALT WILL RETURN OVER TIME *****

IN ADDITION :

- A The owner is responsible to supply the water for the duration of this contract within 150' of the court. The water must have adequate pressure (min. 60 PSI) to feed our power washer. If a water truck is to be supplied, it must have clean water and a good working pump. Standby Labour costs associated with not providing water when our crew arrives will be the responsibility of the owner / general contractor and charged out at \$160.00 / crew hour.
- B If other payment arrangements are deemed necessary than those outlined above, they must be agreed upon prior to start.
- C The above quotation does not include leveling of low spots (birdbaths). This is always done on a charge out basis unless otherwise stated in the quotation.
- D 110 feet of crack repair using the Riteway Crack Repair System has been included in the quote. Any crack repair wish to be done using Riteway greater than the 110 ft will be at a cost of \$24 per linear foot.

Plexipave Tennis Court Surface Coating Contract

Quote #: JL-04/03/2016

Please complete the following to proceed with this contract:

CUSTOMER NAME :

SIGNATURE :

DATE :

P.O.# :

COLOR SCHEME; PAD :

PERIMETER :

The above customer hereby accepts the terms of this contract , and of payment for Tomko Sports Systems Inc. to under take the above quoted project.

From: <jlee@tomkosports.com>
Subject: Additional Crack Repair
Date: April 7, 2017 at 1:45:20 PM PDT
To: "Petra Donatelli" <petrad@ribaa.ca>

Hi Petra,

It was nice to meet you and a number of your members yesterday. After walking over the courts with you guys we determined that 175 linear feet of cracks were the essential cracks that needed to be fixed. This Option 1 price to repair this 175 feet would be \$4437.54 + GST.

The total amount of cracks that I measured yesterday was just over double that amount at 390 linear feet. The Option 2 additional cost to repair all the cracks would be \$10,176.12 + GST.

Once you have discussed it with your members please advise on which option you would like to move forward with. Thank you and I look forward to working with you all.

Jonathon Lee, Operations Manager

Tomko Sports Systems
#165, 6660 Graybar Road
Richmond, B.C. V6W 1H9
P: [\(604\) 273-0257](tel:(604)273-0257)
C: [\(604\) 839-6296](tel:(604)839-6296)

tomkosports.com



LEASE CONTRACT

BETWEEN: **The Landlord** – Shuswap Lake Estates Ltd.
 and
 The Tenants – Shuswap Lake Estates Tennis Club

Dated: 23 day of SEPT 2010

It is agreed Shuswap Lake Estates Ltd., will lease to Shuswap Lake Estates Tennis Club Plan 29413 Lots #41 and #42 (other than the most westerly portion of Lot 42 situated between the Tennis Courts and Shuswap Lake Estates golf cart storage building, which area may or may not be developed in the future for private golf cart storage) better known as the Tennis Courts from January 1st, 2011 to December 31st, 2021.

Terms and Conditions:

- 1) The Shuswap Lake Estates Tennis Club shall control, maintain and administer the tennis courts.
- 2) The Tennis Club, during the term of this lease or any extension of same, will be responsible for all operating costs of the tennis courts including liability insurance and annual taxes.
- 3) 50% of the membership and user fees will be reserved for future maintenance (replacing surface of courts, nets and poles).
- 4) 60% of the directors of the Tennis Club will be residents of Shuswap Lake Estates.
- 5) Directors will be elected at the annual general meeting.
- 6) The membership will include anyone from the public who is a member of Shuswap Lake Estates Activity Club. In return the Tennis Club has free use of the banquet room for special occasions and wind ups.
- 7) The Shuswap Lake Estates Tennis Club is in association with Shuswap Lake Estates Community Association, the registered society with the Estates.
- 8) The tennis courts will revert back to Shuswap Lake Estates Ltd., should the Shuswap Lake Estates Tennis Club become bankrupt or defunct.
- 9) The tennis court area is to be maintained in a neat and tidy appearance at all times.

- 10) The Tennis Club will refrain from any conduct that would be detrimental to the area and particularly to Shuswap Lake Estates.
- 11) The Tennis Club at all times will promote the best interest and well being of Shuswap Lake Estates.
- 12) The use of the tennis courts may be extended to non-member visitors to our area by paying a fair and reasonable user fee.
- 13) The Tennis Club agrees to save Shuswap Lake Estates Ltd. from any liability claims attributed to the tennis courts or any portion of the land the courts are situated upon.


Signed by:


SHUSWAP LAKE ESTATES LTD.



WITNESS

Signed by:


SHUSWAP LAKE ESTATES TENNIS CLUB



WITNESS