

Bishop Creek Water Association
Annual Meeting Agenda
January 29, 2018

7:00 pm

Meeting to be held at LADWP Administration Building at 300 Mandich Street

1. Opening and Introduction
2. Approval of the January 9, 2018 Meeting Summary
3. Approval of the November and December 2017 (corrected) Financial Reports
4. Annual Report
5. Snow Pack, Precipitation, and Bishop Creek Flow and Storage Report
6. 2017 Financial Report
7. Old Business
8. New Business
 - a) Approval of 2018 Budget
 - b) Election of Trustees (Merry Armstrong and Henry Means terms have expired)
 - c) Other (Members in Good Standing)
9. Next Meetings: Monthly – Tuesday, March 13, 2018, at 7:00 p.m. at LADWP, 300 Mandich St.
Annual – Monday, January 28, 2019
10. Adjournment

**Bishop Creek Water Association
Annual Meeting Summary
January 9th, 2017**

1. Opening and Introductions

The BCWA meeting was opened at 7:02 p.m. Trustees in attendance included: Gene Coufal, Don Kunze, Merry Armstrong, Henry Means and Greg Loveland. Watermaster Matt Durkee was present.

2. Approval of the December 12th, 2017 Meeting Summary

The summary of the December 12th, 2017 meeting was reviewed and unanimously approved.

3. Financial Report

The Financial Report for December 2017 was reviewed and approved unanimously.

4. Bishop Creek Precipitation, Flow and Storage Report

Greg Loveland reported on Bishop Creek flows, snowpack and precipitation. (see attached charts).

5. Proposed Budget for 2018

Merry Armstrong presented a draft of the proposed 2018 budget to the membership. There were no significant changes recommended.

6. Old Business

- a) Flow to 1465 Cherry Lane: Flow is still not reaching the property at 1465 Cherry Lane. Matt Durkee will talk with a neighboring property to seek permission to remove a 4" pipe that is restricting flow.
- b) Illegal Diversions on Sunset Road: Greg and Merry reported the findings from a field investigation on the illegal diversions taking place on Sunset Road. The member is diverting water from one ditch through 2 ponds and returning it back into a different ditch. This practice is a violation of the BCWA Bylaws. A discussion followed the report on whether to pursue remediation of the violation. There was no decision made at this time.
- c) Bishop Plaza/Matlick Ditch: A letter was sent to the property manager to have them remove the blockage that is restricting flow. The letter requested that the property manager correct the problem by the end of January.
- d) Yaney Ditch Diversion Repairs/Replacement: Gene stated that the diversion is on LADWP property. Chris Thompson will investigate the structure on the southwest corner of Yaney and Hanby streets. The BCWA will work on replacing the diversion structure by the Galvin property.
- e) No. and So. Noble Ditch Diversion Structure Locking Device: Chris Thompson will provide 2 locking devices for the No. and So. Noble Ditch diversion box.

- f) Reinhackle Ditch Diversion Structure Rebuilds: Greg reported that the field construction work has not started but the crew are aware that the work needs to be completed by April 1st.
- g) Ditch Diversion Box Repair/Rebuild Work Report: Contractor is gathering insurance and license paperwork and preparing to construct headwalls. Installation of the headwalls is planned to be complete by April 1st.
- h) Collection of Past Due Assessments: A letter to non-payers explaining status is being drafted.

7. Water and Arbitration Committee Report:

Nothing to report

8. Watermaster Report:

Over the course of the month the Watermaster received 37 calls (3 from board members) and 5 texts.

9. New Business

The BCWA Annual meeting will be held on January 29th. Henry Means and Merry Armstrong's terms are expiring. Steve Stevens was nominated to head up the nominating committee. The Board unanimously approved this nomination.

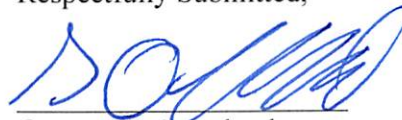
10. Next Meeting

The next meeting of the Bishop Creek Water Association will be on Monday, January 29th, 2018 at 7 pm at the Los Angeles Department and Water Power Office Building at 300 Mandich St.

11. Adjournment

The meeting was adjourned at 8:02 p.m.

Respectfully Submitted,



Gregory A. Loveland
Secretary
Bishop Creek Water Association

**BISHOP CREEK WATER ASSOCIATION
FINANCIAL REPORT FOR THE MONTH****DECEMBER 2017****CHECKING ACCOUNT BALANCE - November 32, 2017** \$ **24,827.14****DEPOSITS:**

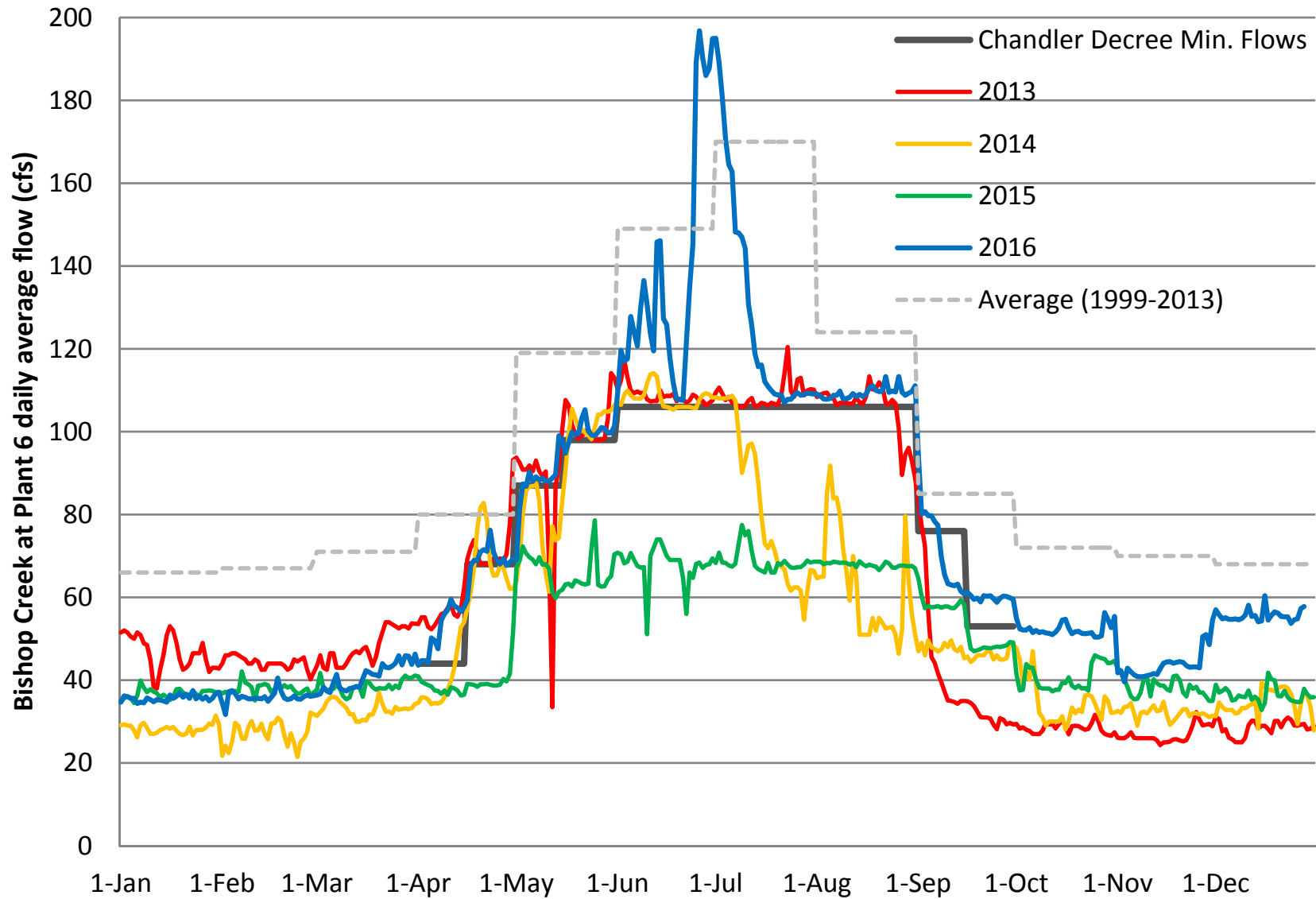
Customer Deposits	\$	-
Insurance Refund		
Transfer from Maximizer		<u>-</u>

TOTAL DEPOSITS -**CHECKS WRITTEN:**

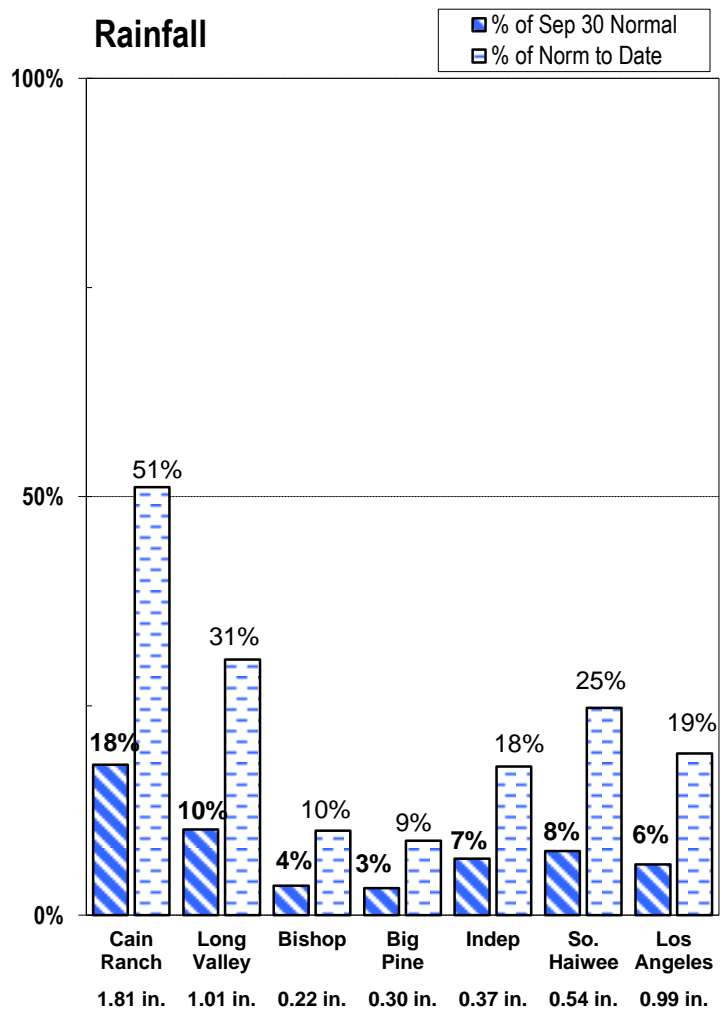
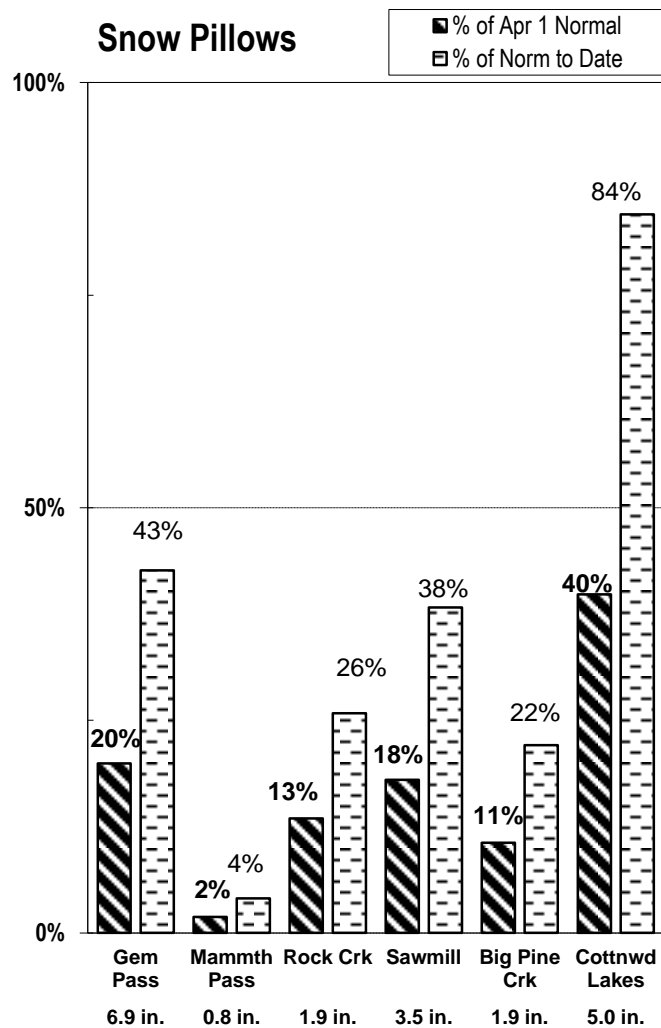
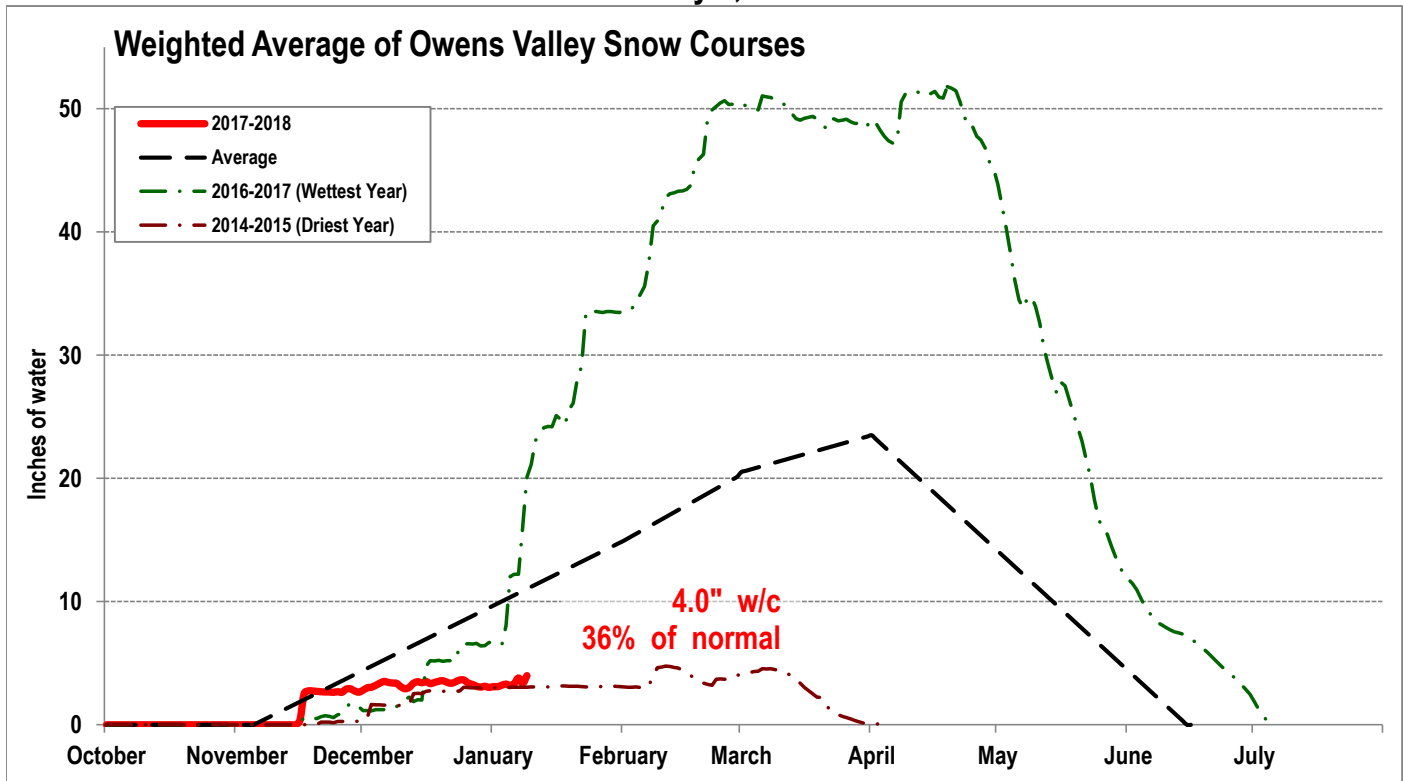
Water Master Pay	- 786.47 X 2	\$	1,572.94
Truck Allowance	- 200.00 X 2		400.00
Assistant Water Master Pay			-
Telephone			46.12
Payroll Taxes - IRS			-
Payroll Taxes - State			-
Payroll Taxes - IRS Unemployment			-
Customer Collection Fees			-
Cal Rural Water Association			-
US Post Office			-
State Fund - Worker's Comp Insurance			-
Holland & Allred - Quarterly Accounting			646.14
Checks & Deposit Slips			-
Gene Coufal - Parts			-
Transfer to Maximizer			<u>-</u>

TOTAL CHECKS WRITTEN (2,665.20)**CHECKING ACCOUNT BALANCE - December 31, 2017** \$ **22,161.94****MAXIMIZER BALANCE** **12,693.29****SAVINGS CD** -**TOTAL BANK BALANCES** \$ **34,855.23**

Bishop Creek Flows at Plant 6



EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS January 9, 2018



Measurement as Inches Water Content; Precipitation totals are cumulative for water year beginning Oct 1

BISHOP CREEK WATER ASSOCIATION 2018 PROPOSED BUDGET

Draft

	2015 Actual	2016 Actual	2017 EST Actual	2018 Proposed Budget
Assessment Rate	\$34/\$2.5	\$34/\$2.5	\$40/\$2.90	\$40/\$2.90
Assessment Income Received				
Current Assessments*				
902/853/894 Parcels	\$29,002	\$30,396		\$35,760
LA Depart. of Water & Power (6473.16)	\$16,183	\$16,183		\$18,772
City of Bishop (200)	\$500	\$500		\$580
John Deeter - Highlands Trailer Park (96)	\$240	\$240		\$278
Yaney LLC - Cottonwood Plaza (40.8)	\$102	\$102		\$118
Miscellaneous				
Insurance Refund		\$3,576		
Prior Assessments	\$1,091	\$1,787		\$200
Prepayments		\$282		
Late Payment Fee		\$95		
Interest Income	\$3	\$2		\$2
Total Income	\$47,121	\$53,163	\$58,722	\$55,710
Expenses				
Watermaster Costs				
Wages	\$13,815	\$13,277	\$16,292	\$19,442
Payroll Taxes	\$3,746	\$3,815	\$4,846	\$4,990
Truck Allowance	\$9,840	\$9,840	\$7,110	\$4,800
Watermaster Phone	\$284	\$536	\$537	\$550
Workers Comp Insurance	\$1,693	\$1,697	\$1,455	\$1,412
Holland & Allred	\$3,420	\$3,490	\$3,308	\$3,420
Rural District Insurance	\$4,818	\$8,339	\$4,221	\$3,400
Printing	\$1,161	\$878	\$1,175	\$1,200
Postage	\$710	\$650	\$90	\$800
Bank Service Charge	\$171	\$0	\$106	\$110
Website	\$0	\$0	\$328	\$328
Annual Board/Employee Dinner	\$836	\$0	\$0	\$850
Micellaneous (newspaper and plaque)	\$0	\$48	\$28	\$50
Attorney Fees	\$0	\$427	\$1,933	\$600
Ditch Cleaning & Gate Repair:				
a) Misc.	\$535	\$13,607	\$2,463	\$2,000
b) Phase I				\$13,100
c) Phase II				\$12,200
Total Expenses	\$41,029	\$56,604	\$43,892	\$69,252
YEAR END BANK BALANCE	\$24,154	\$20,715	\$35,502	\$21,960

* Amount of 201~~6~~⁷ assessments (all or part) not paid \$24~~24~~²⁴ (7~~3~~⁵ members)
Amount of past due assessments prior to 201~~6~~⁷: \$80~~28~~²⁸ (4~~5~~⁵ members)

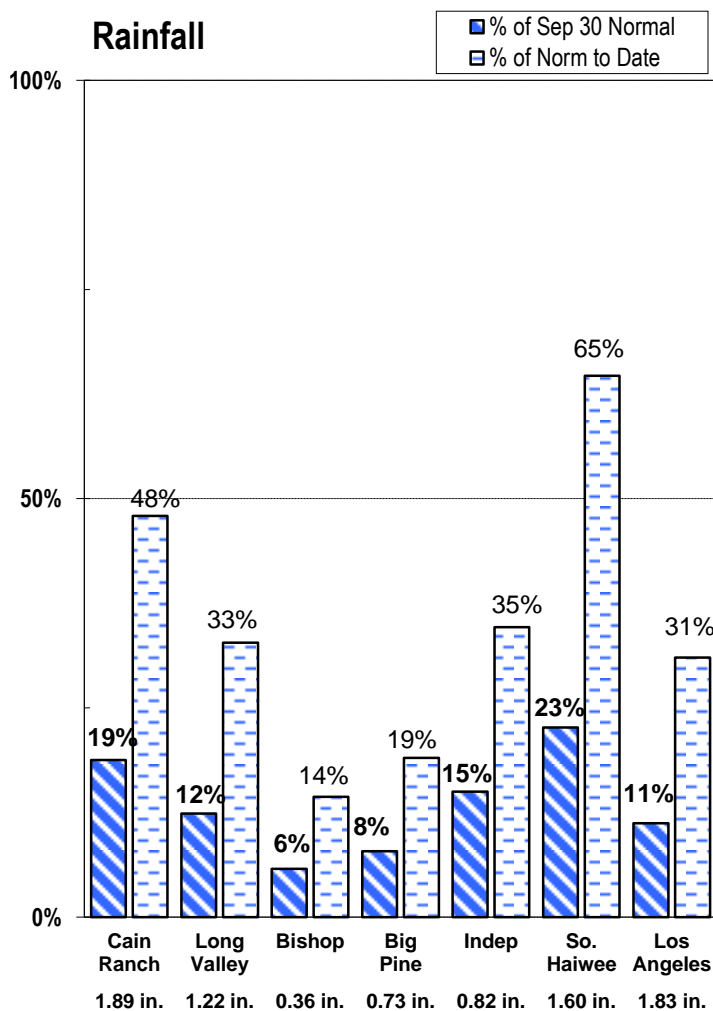
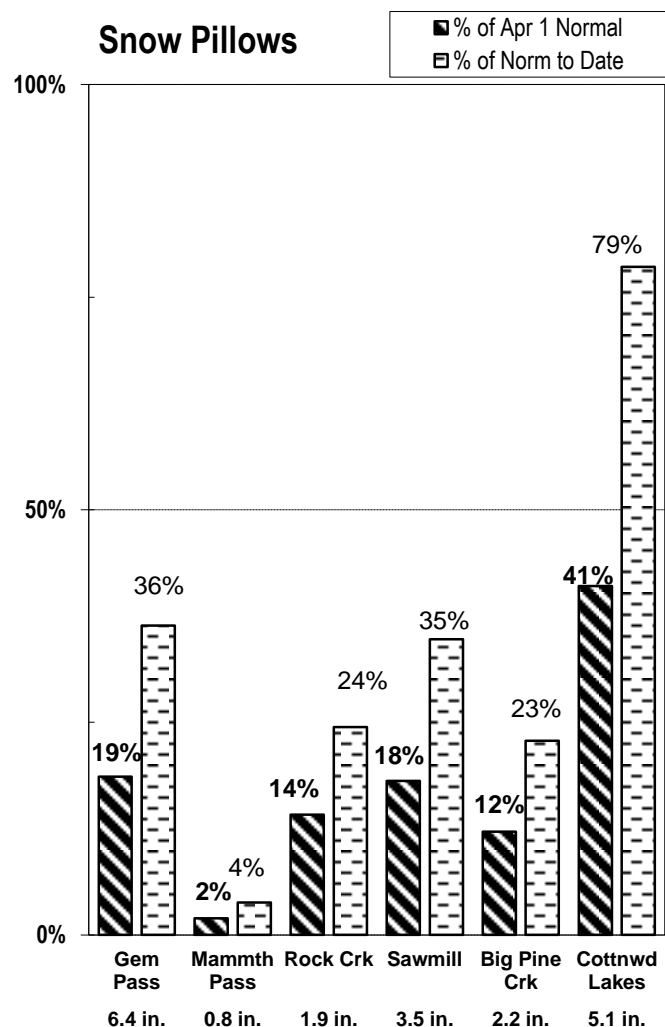
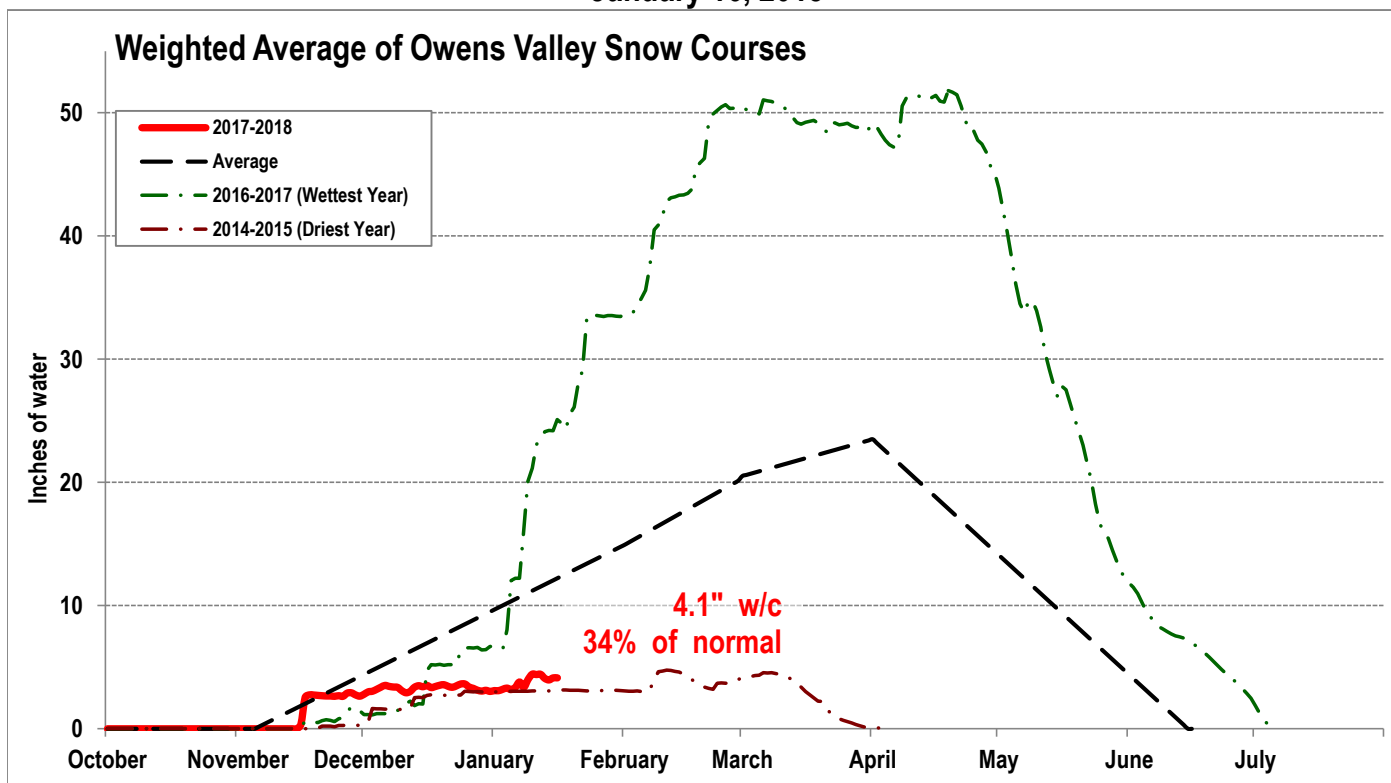
Bishop Creek Water Association Monthly Meeting

Date JAN 9, 2018

Attendance Sheet

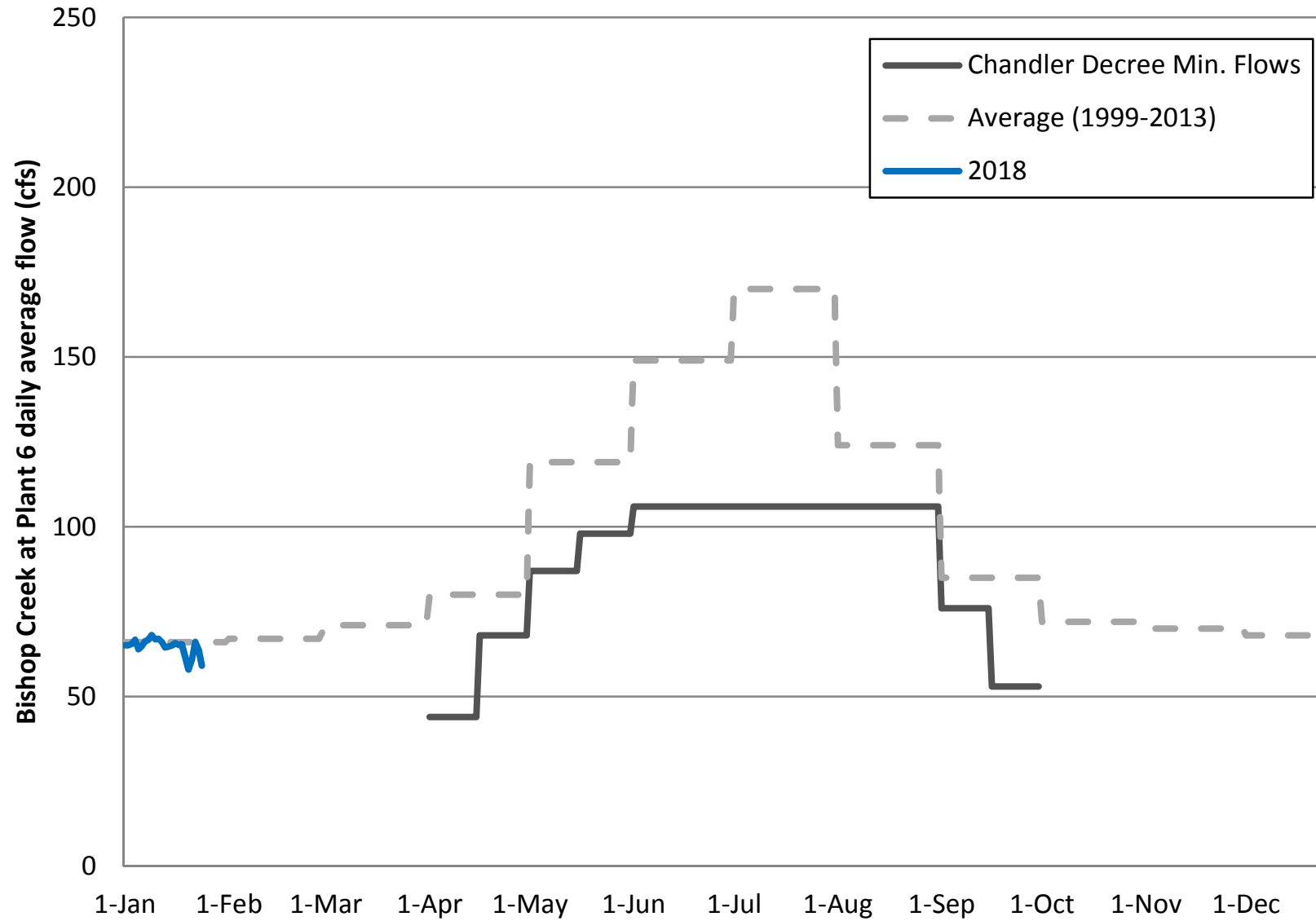
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EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS January 16, 2018



Measurement as Inches Water Content; Precipitation totals are cumulative for water year beginning Oct 1

Bishop Creek Flows at Plant 6



BISHOP CREEK WATER ASSOCIATION

FINANCIAL REPORT FOR THE MONTH

CORRECTED

NOVEMBER 2017

CHECKING ACCOUNT BALANCE - October 31, 2017

\$

26,824.35
29,824.83

DEPOSITS:

Customer Deposits

\$

481.04

Insurance Refund

Transfer from Maximizer

-

TOTAL DEPOSITS

481.04

CHECKS WRITTEN:

Water Master Pay

- 786.47 X 2

\$

1,572.94

Truck Allowance

- 200.00 X 2

400.00

Assistant Water Master Pay

-

Telephone

44.95

Payroll Taxes - IRS

-

Payroll Taxes - State

-

Payroll Taxes - IRS Unemployment

-

Customer Collection Fees

-

Cal Rural Water Association

-

US Post Office

-

State Fund - Worker's Comp Insurance

354.50

Holland & Allred - Quarterly Accounting

-

Checks & Deposit Slips

106.34 105.86

Gene Coufal - Parts

-

Transfer to Maximizer

-

TOTAL CHECKS WRITTEN

(2,478.25)
(2,478.78)

CHECKING ACCOUNT BALANCE - November 30, 2017

\$

27,827.14

MAXIMIZER BALANCE

12,693.29
12,692.80

SAVINGS CD

-

TOTAL BANK BALANCES

\$

40,520.00
37,520.43

BISHOP CREEK WATER ASSOCIATION

FINANCIAL REPORT FOR THE MONTH

CORRECTED

DECEMBER 2017

CHECKING ACCOUNT BALANCE - November 32, 2017 \$ 24,827.14

DEPOSITS:

Customer Deposits	\$	-
Insurance Refund		
Transfer from Maximizer		-

TOTAL DEPOSITS

CHECKS WRITTEN:

Water Master Pay - 786.47 X 2	\$	1,572.94
Truck Allowance - 200.00 X 2		400.00
Assistant Water Master Pay		-
Telephone		46.12
Payroll Taxes - IRS		-
Payroll Taxes - State		-
Payroll Taxes - IRS Unemployment		-
Customer Collection Fees - CHECKS VOIDED		- (110.00)
Cal Rural Water Association		-
US Post Office		-
State Fund - Worker's Comp Insurance		-
Holland & Allred - Quarterly Accounting		646.14
Checks & Deposit Slips		-
Gene Coufal - Parts - CHECK VOIDED		- (27.99)
Transfer to Maximizer		-
TOTAL CHECKS WRITTEN		<div style="border-top: 1px solid black;"> <div style="display: flex; justify-content: space-between;"> (2,527.21) (2,665.20) </div> </div>

CHECKING ACCOUNT BALANCE - December 31, 2017 \$ 22,299.93
22,161.94

MAXIMIZER BALANCE 12,693.29
SAVINGS CD

TOTAL BANK BALANCES \$ 34,855.23
34,993.22

BISHOP CREEK WATER ASSOCIATION

2017 FINACIAL REPORT

	January (\$)	February (\$)	March (\$)	April (\$)	May (\$)	June (\$)	July (\$)	August (\$)	Sept (\$)	Oct (\$)	Nov (\$)	Dec (\$)	Year (\$)
BEGINNING CHECKING BALANCE*	10479.34	6698.38	337.69	3104.76	1217.33	8964.72	34612.97	34496.03	29911.94	29824.83	26824.35	24827.14	
DEPOSITS													
Customer Deposits			262.84	463.20	10909.80	39138.40	5222.62		2243.62		481.04	0.00	58721.52
Transfer from Maximizer			5000.00	2500.00									7500.00
TOTAL DEPOSITS	0.00	0.00	5262.84	2963.20	10909.80	39138.40	5222.62	0.00	2243.62	0.00	481.04	0.00	66221.52
EXPENSES													
Watermaster Pay	1102.86	1161.76	1056.76	951.76	951.76	1629.34	1572.94	1572.94	1572.94	1572.94	1572.94	1572.94	16291.88
Truck Allowance	820.00	820.00	820.00	820.00	820.00	610.00	400.00	400.00	400.00	400.00	400.00	400.00	7110.00
Watermaster phone	44.39	44.39	44.78	44.83	44.83	44.83	44.80	44.80	44.80	44.95	44.95	46.12	538.47
Payroll Taxes - IRS	834.83			955.50			1321.75			789.48			3901.56
Payroll Taxes - State	77.56			205.38			327.57			165.12			775.63
Payroll Taxes - IRS Unemployt.	168.00												168.00
State Fund - Worker's Comp Ins.		391.58		354.50			354.50				354.50		1455.08
Rural Special District Insurance		3837.00				384.00							4221.00
Holland & Allred CPA's			574.23		576.58			2157.58				646.14	3954.53
US Post Office - stamps							90.00						90.00
Post Cards - Social Mailing													0.00
Alex Printing	733.32				441.24								1174.56
Website Maintenance					328.00								328.00
Ditch & Facility Repair /Maint.		105.96		165.36		611.98	1200.00	38.77	312.99	27.99		-27.99	2435.06
Legal Consulting				1353.30									1353.30
Customer Overpayment Refund							28.00						28.00
Bank Charges			15.00	15.00	15.00						105.86		150.86
Small Claims Court Collection Fees						210.00		370.00				-110.00	470.00
Transfer to Maximizer Acct.						10000.00							10000.00
TOTAL EXPENSES	3780.96	6360.69	2495.77	4850.63	3162.41	13490.15	5339.56	4584.09	2330.73	3000.48	2478.25	2527.21	54445.93
ENDING CHECKING BALANCE	6698.38	337.69	3104.76	1217.33	8964.72	34612.97	34496.03	29911.94	29824.83	26824.35	24827.14	22299.93	
MAXIMIZER BALANCE	10236.28	10236.45	5236.61	2721.81	2721.81	12721.81	12691.99	12692.43	12692.43	12692.64	12693.29	12693.29	
TOTAL BANK BALANCES*	16934.66	10574.14	8341.37	3939.14	11686.53	47334.78	47188.02	42604.37	42517.26	39516.99	37520.43	34993.22	

*Dec 31, 2016 - \$10479.34

BCWA 2017 Approved vs Actual Budget

	2017 Approved Budget	2017 Actual
Assessment Rate	\$40/\$2.90	\$40/\$2.90
Assessment Income Received		
Current Assessments*		
876 Parcels	\$35,760	\$35,040
LA Department of Water & Power	\$18,772	\$18,772
City of Bishop	\$580	\$580
John Deeter - Highlands Trailer Park	\$278	\$278
Yaney LLC - Cottonwood Plaza	\$118	\$102
Miscellaneous		
Prior Assessments Payments	\$200	\$3,512
Late Payment Fee		\$415
Insurance Refund		\$22
Interest Income	\$2	\$2
Total Income	\$55,710	\$58,723
Expenses		
Watermaster Costs		
Wages	\$13,941	\$16,292
Payroll Taxes	\$4,100	\$4,845
Truck and Phone Allowance	\$9,840	\$7,110
Watermaster Phone	\$550	\$538
Workers Comp Insurance	\$1,800	\$1,455
Holland & Allred	\$3,420	\$3,420
Rural District Insurance	\$3,400	\$4,221
Printing	\$1,200	\$1,175
Postage	\$800	\$625
Website	\$0	\$328
Bank Service Charge	\$50	\$151
Annual Employee / Board Dinner	\$850	\$0
Miscellaneous (newspaper and plaque)	\$0	\$28
Attorney/Collection Fees	\$1,200	\$1,823
Ditch Cleaning & Gate Repairs	\$14,000	\$2,435
Total Expenses	\$55,151	\$44,446

YEAR END TOTAL BANK BALANCE (checking & maximizer) \$21,274 \$34,993

* 2017 assessments not paid: \$1070 from 45 members. Past due excluding 2017: \$8292 from 41 members.

2017 Rate increase projected end of year balances:	Revenue	Expenses	Reserve
end of 2017	\$55,741	\$54,955	\$21,501
end of 2018	\$55,741	\$56,329	\$20,913
end of 2019	\$55,741	\$57,737	\$18,917

BISHOP CREEK WATER ASSOCIATION

2018 PROPOSED BUDGET

	2015 Actual	2016 Actual	2017 EST Actual	2018 Proposed Budget
Assessment Rate	\$34/\$2.5	\$34/\$2.5	\$40/\$2.90	\$40/\$2.90
Assessment Income Received				
Current Assessments*				
853/894/876 Parcels	\$29,002	\$30,396	\$35,040	\$35,040
LA Depart. of Water & Power (6473.16)	\$16,183	\$16,183	\$18,772	\$18,772
City of Bishop (200)	\$500	\$500	\$580	\$580
John Deeter - Highlands Trailer Park (96)	\$240	\$240	\$278	\$278
Yaney LLC - Cottonwood Plaza (40.8)	\$102	\$102	\$102	\$118
Miscellaneous				
Insurance Refund		\$3,576	\$23	\$0
Prior Assessments	\$1,091	\$1,787	\$3,512	\$200
Prepayments		\$282	\$0	\$0
Late Payment Fee		\$95	\$415	\$100
Interest Income	\$3	\$2	\$2	\$2
Total Income	\$47,121	\$53,163	\$58,724	\$55,090
Expenses				
Watermaster Costs				
Wages	\$13,815	\$13,277	\$16,292	\$19,442
Payroll Taxes	\$3,746	\$3,815	\$4,845	\$4,990
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Rural District Insurance	\$4,818	\$8,339	\$4,221	\$4,221
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Postage	\$710	\$650	\$625	\$650
Bank Service Charge	\$171	\$0	\$151	\$110
Website	\$0	\$0	\$328	\$328
Annual Board/Employee Dinner	\$836	\$0	\$0	\$850
Micellaneous (newspaper and plaque)	\$0	\$48	\$28	\$50
Attorney Fees	\$0	\$427	\$1,823	\$600
Ditch Cleaning & Gate Repair:	\$535	\$13,607	\$2,435	\$2,000
a) Misc.				
b) Phase I				\$13,100
c) Phase II				\$12,200
Total Expenses	\$41,029	\$56,604	\$44,446	\$69,923
YEAR END BANK BALANCE	\$24,154	\$20,715	\$35,502	\$20,669

* Amount of 2016 assessments (all or part) not paid \$2424 (73 members)
Amount of past due assessments prior to 2016: \$8028 (45 members)