

Graham Lake Improvement District

3567 East Road, Denman Island, BC, V0R 1T0, Tel: 250 335 2559

www.grahamlakewater.com : SimonPalmer3720@gmail.com

To: Members of the Improvement District

From: Simon Palmer – Manager

Re: The 2017 AGM

Enclosed in this package

- AGM Agenda
- 2017 Budget compared to 2016 Budget & Actual
- Breakdown of major R & M and Capital expenditure items in 2017 budget
- Water bill for 2017

Members will see clearly that 2016 was a busy & expensive year, because of changes related to the chloramination system and remedial work in bringing the pumphouse up to code, chiefly electrical.

2017 will also be an expensive year both Repairs & Maintenance and Capital works. However many of the items are either one-off, such as the strainer & piping, or periodic, such as hydrant overhaul.

As part of our required Emergency Response Plan GLID has enrolled in One Call Now, which automatically calls members' phones with a message from myself, our Operator or one of the Trustees whenever there is a water quality or other significant problem. If you receive such a call or message, please do not ignore it.

Finally I encourage you to come to the AGM, hear what we have been doing on your behalf this past year, ask questions and understand better how your taxes & tolls are spent to bring you a reliable supply of quality potable water.

January 2017

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ANNUAL GENERAL MEETING AGENDA

**The Annual General Meeting of the Graham Lake Improvement District
will be held at the United Church Hall, Denman Road
on Thursday, April 20, 2017 at 7pm**

1. Call Meeting to Order
2. Motion to Approve Agenda
3. Read & approve the Minutes of the last Annual General Meeting held on April 27 2016
4. Review & approve the 2016 Accounts and Auditor's Report
5. Receive & accept the Chairman's Report
6. Receive & accept the Manager's report
7. Receive & accept the Operator's report
8. Report on pipeline replacement options & cost
9. Election of Trustee
10. Approve Michael Pinch as Auditor for 2017
11. Motion to Adjourn

Doug Bell - Chairman. Chris Page - Trustee PeterJackson - Trustee

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2017 Repairs & Maintenance Budget

	Labour	Materials	Total
Pumps			
Bases	180	100	280
Overhaul	90	200	870
Piping	360	1,000	<u>1,360</u>
			2,510
Doghouse	90	100	190
Sand Filters	450	300	750
UV	450	2,100	2,550
ACV	360	200	560
CL17 tubing	180	200	380
Generator	600	200	800
Painting	400	400	800
Domestic Pipe Renewal	360	250	610
Hydrant Overhaul	2,700	1,000	3,700
Lake Dam	1,000		<u>1,000</u>
			13,850
		Contingency @ 10%	<u>1,385</u>
			15,235

2017 Capital Budget

6" Valve Replacement & Piping	\$1,800	
Automation Package (50% GLID share)	7,000	
Strainer & Piping	20,000	
Turbidity Meter	<u>5,000</u>	
	33,800	
	Contingency @ 10%	<u>3,380</u>
Total	37,180	

GRAHAM LAKE IMPROVEMENT DISTRICT
Budget v Actual to Dec 31 2016
& 2017 Budget

	2016		DIFFERENCE	2017 Budget	
	BUDGET	ACTUAL			
Revenue					
Parcel Tax - 67 X \$200	\$13,400.00			\$13,400.00	
Parcel Tax (Renewal Reserve Fund) - 67 X \$300	\$20,100.00			\$20,100.00	
Tolls - 64 X \$350	\$22,400.00	\$65,716.33	\$9,816.33	\$57,600.00	Transferred to RRF - see below * 64 X \$900
Hook-Up Fees (New Members)					
DIWLSA Fees - TARRF + Pumphouse Reserve + Usage	\$11,723.00	\$9,090.54	\$(2,632.46)	\$13,291.00	\$6,000 of this to RRF - see below *
CVRD Capital Cost Contribution		\$-	\$-		
Bulk Water Sales	\$500.00	\$1,010.00	\$510.00	\$1,000.00	
Tax Refund	\$1,000.00	\$-	\$(1,000.00)	\$1,000.00	
Other Income (Interest and Share Appreciation)	\$60.00	\$3,122.34	\$3,062.34	\$37,000.00	From RRF for Capital Expenses - see **
Total Revenue:	\$69,183.00	\$78,939.21	\$9,756.21	\$143,391.00	
Operating Expenses					
Operator	\$9,000.00	\$25,425.97	\$(16,425.97)	\$19,800.00	Includes Relief Operator
Daily Water Tests	\$1,200.00	\$-	\$1,200.00	\$6,000.00	All Water Tests
Notices, Postage, Hydro	\$800.00	\$1,968.49	\$(1,168.49)	\$1,500.00	
Audit & Legal	\$1,200.00	\$1,050.00	\$150.00	\$1,200.00	
Insurance	\$4,900.00	\$6,976.00	\$(2,076.00)	\$7,500.00	Includes Directors/Officers Liability
Association Dues	\$500.00	\$40.00	\$460.00	\$100.00	
Water Licenses & Lease Fees	\$450.00	\$452.38	\$(2.38)	\$500.00	
Utilities	\$6,500.00	\$7,565.35	\$(1,065.35)	\$7,590.00	Includes propane chemicals only
Salt, Filters, Propane	\$4,000.00	\$4,718.34	\$(718.34)	\$8,000.00	
UV Tubes	\$2,500.00	\$2,464.00	\$36.00		Replacing UV system in 2018
Water Tests & Supplies	\$1,000.00	\$3,393.10	\$(2,393.10)	\$2,025.00	Operator Course
Repairs & Maintenance	\$4,000.00	\$25,980.44	\$(21,980.44)	\$15,235.00	See enclosed breakdown of costs
Bank Charges	\$180.00	\$201.75	\$(21.75)	\$180.00	
Miscellaneous	\$1,000.00	\$782.95	\$217.05	\$1,000.00	
Total Operating Expenses:	\$37,220.00	\$81,018.77	\$(43,005.82)	\$70,630.00	
Operating Surplus (Deficit)	\$31,963.00	\$(2,079.56)	\$(34,032.56)	\$72,761.00	
Capital Expenses					
		\$3,382.32	\$(3,382.32)	\$37,180.00	Capital Expenses - ref above **
Total Surplus (Deficit):	\$31,963.00	\$(5,461.88)	\$(30,650.24)	\$35,581.00	
Transfers					
Transfer from Cumulative Operating Surplus	\$5,853.00	\$30,309.45		\$9,481.00	Not budgeting to use COS funds in 2017
To Cumulative Operating Surplus	\$26,100.00	\$26,100.00		\$26,100.00	COS is pumphouse reserve
To Renewal Reserve Fund				\$20,100.00	from GLID \$6,000 from DIWLSA *
Total Transfers	\$31,953.00			\$35,581.00	

NOTES ON 2017 BUDGET