

Bishop Creek Water Association  
Annual Meeting Agenda  
January 25, 2021  
7:00 pm  
Meeting to be held via video conference

1. Opening and Introduction
2. Approval of the January 12, 2021 Meeting Summary
3. Annual Report
4. Snowpack, Precipitation, and Bishop Creek Flow and Storage Report
5. 2020 Financial Report
6. Approval of 2021 Budget
7. Election of Trustees (Don Kunze and Gene Coufal terms have expired)
8. New Business
  - a) Other (Members in Good Standing)
9. Next Meetings: Monthly Board – Tuesday, March 9, 2021, at 7:00 p.m. via video conference  
Annual – Monday, January 24, 2022, at 7:00 pm
10. Adjournment

**Bishop Creek Water Association  
Monthly Board Meeting Summary  
January 12, 2021**

**1. Opening and Introduction**

BWCA meeting called to order 7:00 pm. Trustees in attendance: Gene Coufal, Mark Frumkin, Merry Armstrong, Don Kunze & Eric Tillemans. Watermaster Matt Durkee was present. Also present was Angela Scott.

**2. Acceptance of the December 8, 2020 Monthly Board Meeting Summary**

The December 8, 2020 Monthly Meeting Summary was accepted as written.

**3. Approval of the November Financial Reports**

The December Financial Report was approved unanimously.

**4. Bishop Creek Precipitation, Flow, and Storage Report**

The current precipitation data shows this year is drier than the driest year on record. Due to the very dry year so far, to preserve reservoir storage, in early January SCE reduced Bishop Creek flow to approximately 50 cfs and is currently working with LADWP to reduce flow to approximately 45 cfs (the minimum amount needed to maintain wet ditches, fish flows, and stockwater).

**5. Old Business**

- a. **Culvert Blockage at 210 S Mountain View Rd:** ESCSD cleared the blockage in the culvert and a grate has been installed in front of the culvert. The grate is not in compliance with the BCWA requirements as specified in letter to the adjacent property owner. A grate is currently installed and functioning to block debris. The owner requested that the BCWA provide and install a grate. The situation is complicated because the ditch leaves the adjacent property owners' lot and flow enters a culvert in the Inyo County roadway. The situation was further complicated because the property owner has health issues. Mark Frumkin will investigate getting a grate and will help with the maintenance until this issue is resolved.
- b. **Restriction in Nelligan Ditch at Norberg/Scott/O'Brien:** A decision was made to wait until after the board receives a response from Mr. Lampi, Mrs. Norberg's attorney. Gene will make another inquiry of Mr. Lampi.
- c. **Inyo County Road Department policy regarding street culverts:** LADWP (Adam Perez and Eric Tillemans) met in December with Chris Cash regarding maintenance and replacement of street culverts. A follow up meeting is being scheduled. A variety of views on this subject were expressed by various Board members. The item was tabled until after the follow up meeting takes place.
- d. **Restriction in 4X Ditch @ East end of Sunrise Dr.:** A letter was sent to the property owner and a response has not been received. The letter requested a second meeting and to find the owners willingness to address the problem. Don Kunze will try to contact the property owner.

- e. **Bishop Plaza maintenance and cleaning responsibility:** An investigation by the LADWP surveyors showed that ownership of Rocking W Drive and as a result responsibility for maintenance and cleaning of the culvert in the street is unclear and would like have to be resolved in court. This item is being left on the agenda pending the outcome of item 5c., Inyo County Road Department policy regarding street culverts.
  - f. **Membership Reconciliation (mapping):** Gene Coufal reviewed and discussed with Matt Durkee the mapping work. Matt is making corrections to the ditch locations.
  - g. **Collection of Past Due Assessments:** Gene presented the status on non-paying members. Pursuit of non-payers will again commence once the mapping and membership reconciliation is completed.
  - h. **Ditch Diversion Box Repair/Rebuild Work (Phase II/III):** Nothing new to report. Focus of work has been on mapping and membership reconciliation.
  - i. **Is the Bishop Tribe a BCWA Member:** Nothing new to report. This issue is being reviewed by LADWP Attorney's Office.
6. **Water & Arbitration Committee Report**  
Nothing new to report.
7. **Watermaster Report**
- a. **Mtg with Chris Thompson (Miles):** No mtg yet due to Covid-19 issues.
  - b. Matt Durkee has had 22 phone calls and 12 texts.
8. **New Business**
- a. **Draft 2021 Budget:** A draft 2021 budget was presented by Mark Frumkin. The board reviewed and discussed the proposal. It will be presented for approval at the annual meeting.
  - b. **Nomination of Board Members to Fill Expired Terms:** Steve Steven was unanimously approved as Nominating Committee chairperson.
9. **Next Meeting is Annual Meeting;** January 25, 2021, @ 7:00 p.m. via Zoom.  
**Monthly Board Meeting** – March 9, 2021, @ 7:00 p.m. via Zoom
10. **Adjournment** - 8:33 pm

Respectfully Submitted,

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Eric Tillemans

Secretary  
Bishop Creek Water Association

**BISHOP CREEK WATER ASSOCIATION**  
**FINANCIAL REPORT FOR THE MONTH**

**DECEMBER 2020**

CHECKING ACCOUNT BALANCE	\$ 8,496.22
SAVINGS ACCOUNT BALANCE	<u>44,961.87</u>

TOTAL BANK BALANCES - November 30, 2020	53,458.09
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**DEPOSITS:**

Customer Deposits - Into Checking	\$ 908.38
Customer Deposits - Into Savings	-
Misc Refund	-
Interest Income	3.33
Transfer from Savings	<u>-</u>

TOTAL DEPOSITS	911.71
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**CHECKS WRITTEN:**

Water Master Pay - 647.44 + 215.82 X 2	\$ 1,726.52
Truck Allowance - 200.00 X 2	400.00
Assistant Water Master Pay	-
Telephone	75.99
Payroll Taxes - IRS	-
Payroll Taxes - State	-
Payroll Taxes - IRS Unemployment	-
Alex Printing	-
Union Bank Service Charge - (Refunded)	(30.00)
Cal Rural Water Assoc Ins	-
State Fund - Worker's Comp Insurance	-
Holland & Allred - Quarterly Accounting	-
ESCSD - Hydro Flush	225.00
Brown's	-
Transfer to Savings	<u>-</u>

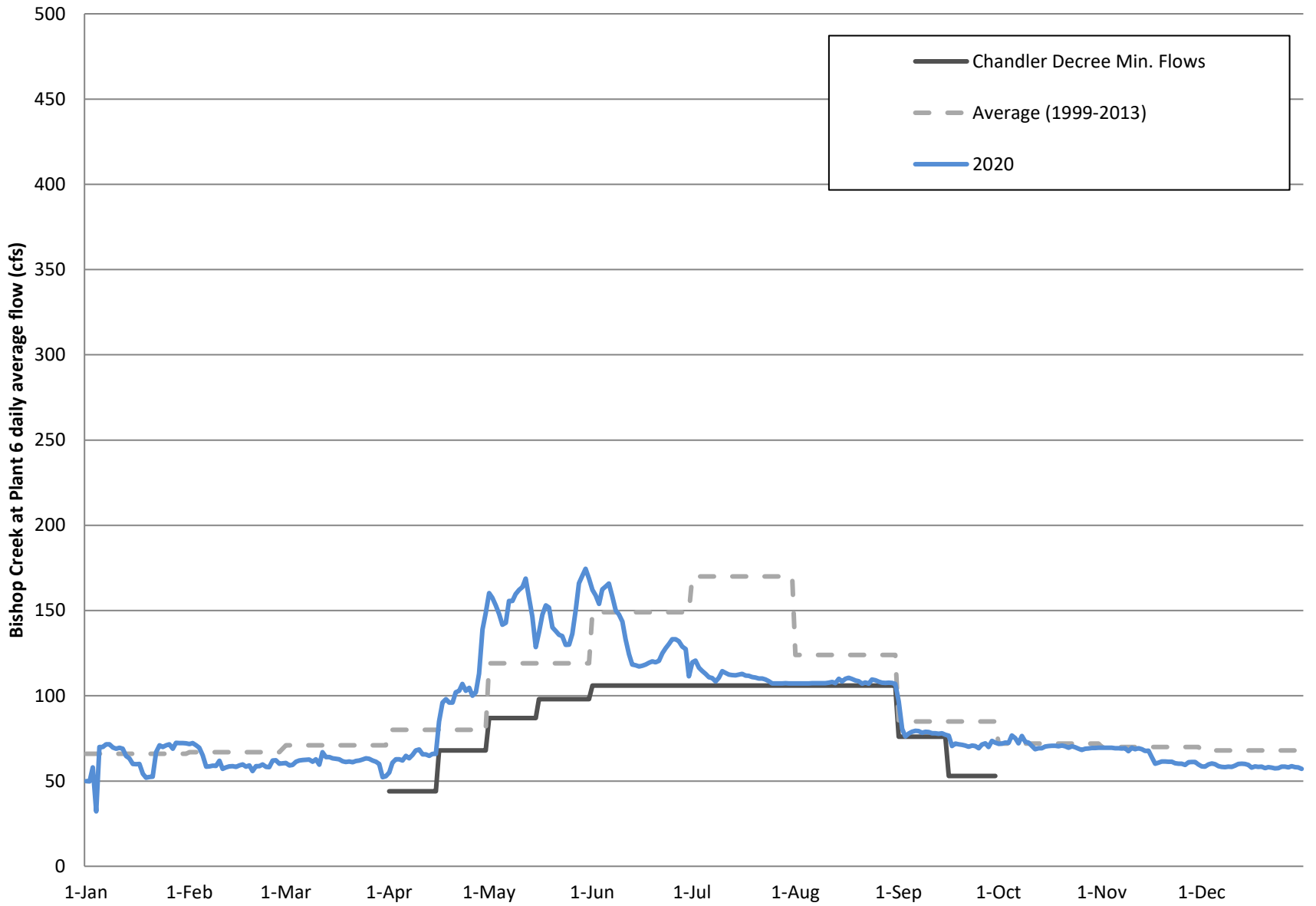
TOTAL CHECKS WRITTEN	<u>(2,397.51)</u>
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UNION CHECKING ACCOUNT	\$ 7,007.09
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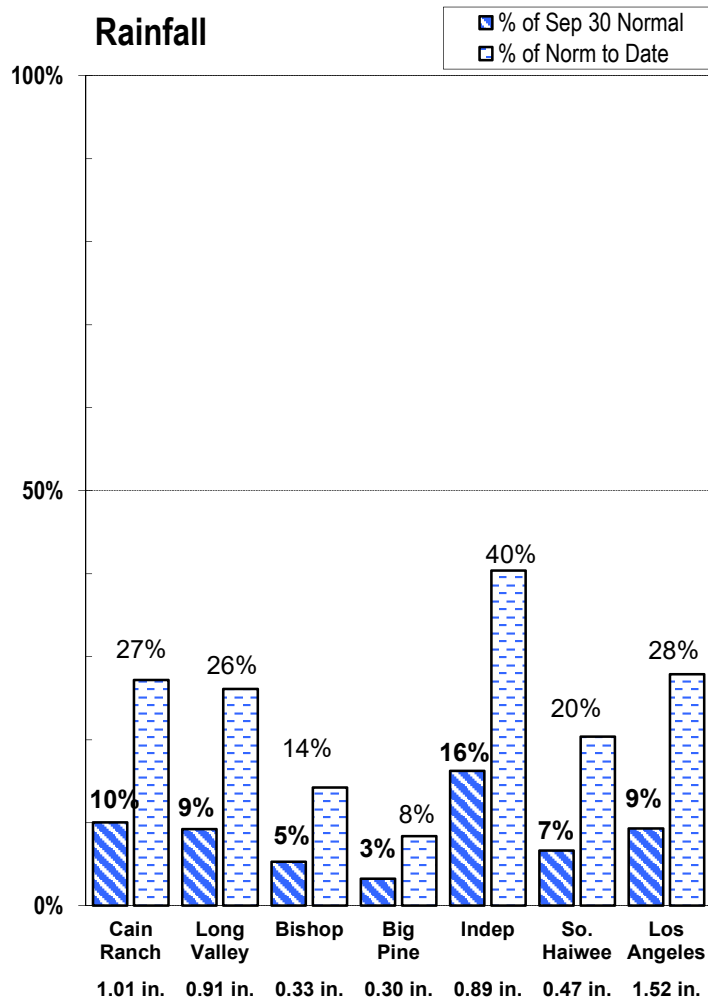
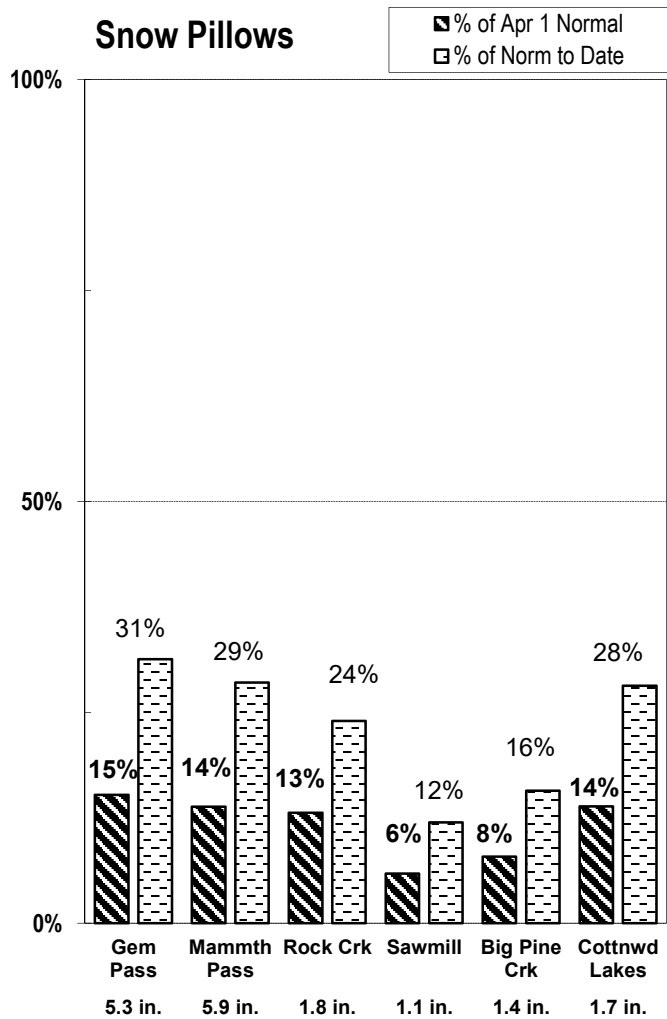
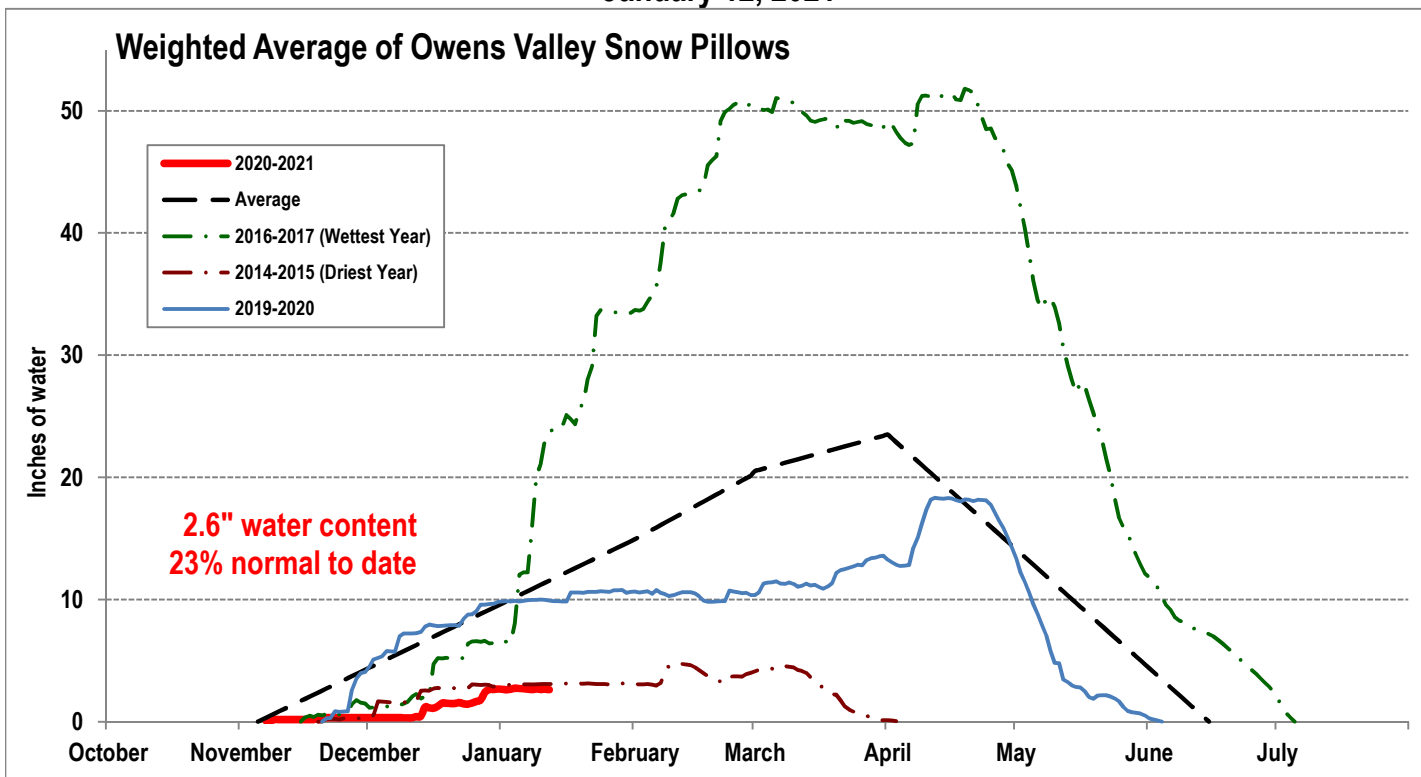
UNION BANK SAVINGS	<u>44,965.20</u>
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TOTAL BANK BALANCES - December 31, 2020	\$ 51,972.29
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# Bishop Creek Flows at Plant 6



# EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS January 12, 2021



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

9:51 AM  
01/11/21

**Bishop Creek Water Association**  
**Customer Balance List**  
 January 11, 2021

<u>Balance Total</u>	<u>Company</u>	<u>Account No.</u>
217.14		11-040-10
44.00		11-192-44
136.00		11-320-56
44.00		11-530-03
176.00		11-020-07
176.00		11-120-09
48.00		11-340-13
-40.00		08-151-05
474.63		11-280-74
4.00		11-470-28
176.00		11-320-62
132.00		11-420-10
88.00		11-120-52
637.81		11-370-04
3.00		11-110-11
-60.00		11-110-41
88.00		11-020-29
4.00		11-330-04
942.01		11-320-36
-100.00		11-180-35
4.00		10-290-01
88.00		11-490-14
132.00		11-420-03
88.00		11-120-40
176.00		11-110-39
44.00		11-192-16
40.00		11-430-24
-40.00		11-280-43
942.01		11-320-40
-10.00		11-320-39
40.00		11-191-01
-40.00		11-192-45
44.00		11-020-46
88.00		11-500-09
88.00		11-500-10
282.04		11-110-14
-10.00		11-050-35
217.14		11-090-25
44.00		11-170-06
282.04		11-480-07
132.00		11-110-10
-25.00		11-192-30
-300.00		11-280-21
48.00		11-460-20
254.80		11-250-14
-4.00		11-170-19
-6.00		11-280-77
48.00		11-320-05
176.00		11-090-33

9:51 AM  
01/11/21

**Bishop Creek Water Association  
Customer Balance List  
January 11, 2021**

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<u>Balance Total</u>	<u>Company</u>	<u>Account No.</u>
217.14		11-330-43
128.00		11-510-22A
88.00		10-290-13
-2.60		11-020-43
88.00		11-500-21
88.00		11-020-42
88.00		11-330-42
-3.00		11-090-08
419.54		11-120-04
217.14		11-060-22
44.00		11-090-43
217.14		08-140-20
217.14		08-140-37
132.00		11-080-36
711.09		11-320-67
59.80		11-280-55
4.00		11-270-19
40.00		11-280-12
176.00		11-280-71
88.00		08-140-32
364.54		11-080-40
4.00		11-280-44
176.00		11-070-48
254.54		01-230-03
143.14		11-110-60
282.04		11-192-06
88.00		11-060-42
-34.00		11-480-11
88.00		01-171-14
143.14		10-314-02
88.00		08-112-02
-40.00		11-020-30
125.00		11-060-04
44.00		11-180-07
44.00		11-192-37
88.00		11-420-16
269.54		11-180-44
-40.00		11-320-19
392.04		11-191-02
44.00		11-470-18
-40.00		11-330-20
217.14		11-280-58
44.00		01-230-27
88.00		11-290-55
4.00		11-192-01
44.00		11-120-34
92.00		08-140-41
124.00		08-112-13D
25.40		11-060-34



# BISHOP CREEK WATER ASSOCIATION

Post Office Box 1273  
Bishop, California 93515

HAND  
DELIVERED  
12/9/20  
by *[Signature]*  
December 9, 2020

Mr. Terry O'Brien  
210 So. Mountain View Rd.  
Bishop, CA 93514

Subject: Plugged Culvert at 210 So. Mountain View Road

Dear Mr. Terry O'Brien,

This letter is a follow up to the meeting today, December 9, 2020, at 11:00 am at your 210 So. Mountain View property between yourself and Gene Coufal. The purpose of this letter is to document the agreement made between you and the Bishop Creek Water Association (BCWA) regarding the plugged culvert in the front of your property.

Recognizing the ambiguity of property ownership where the subject culvert lies, the BCWA will pay and attempt to have the culvert cleared, in exchange you will install a grate, with 1-inch maximum opening between bars, at the culvert inlet. You will secure the grate so that it cannot be removed or tampered with by anyone other than the BCWA Watermaster. You will be responsible for the maintenance and any repair or replacement of the grate.

We look forward to your cooperation in this matter. If you have any questions or there is a need for further discussion, please contact me at (760) 873-6209.

Sincerely,

*[Signature of Gene Coufal]*

Board of Trustees

Gene Coufal - President

Merry Armstrong

Don Kunze

Mark Frumkin

Eric Tillemans

Cc: BCWA Board Members  
BCWA Watermaster

BISHOP CREEK WATER ASSOCIATION  
Founded in 1897

# BISHOP CREEK WATER ASSOCIATION

Post Office Box 1273  
Bishop, California 93515

December 10, 2020

Ms. Moriah Martinez  
2751 Underwood Ln  
Bishop CA 93514

Dear Ms. Martinez,

Subject: Restriction of Flow in the 4X Ditch at 2239 Sunrise Drive

This letter is a follow-up to the Bishop Creek Water Association's (BCWA) letters of July 31, 2019 and August 17, 2020. In those letters we explained how the accumulation of sediment and debris in the 4X Ditch on your property at 2239 Sunrise Dr (parcel 011-500-21) impedes the ability to flow water in the 4X Ditch. The ditch alignment on your property creates a bottleneck for the entire 4X Ditch. The BCWA Articles and By-laws, previously provided to you, requires that this situation be rectified. As you were previously informed, the BCWA Articles and By-Laws provide that:

*"Each member shall keep his ditches free and clear of debris (sand, silt, rocks, grass, weeds, and trash) so that water, including waste water, may move for the beneficial use of members below." (Article IX, Section 4). And*

*"In the event the equitable distribution of water is impeded or interfered with causing flooding, wastage or other detriment to the flow of water of water to occur by reason of the refusal, inability or neglect of any member or members to remedy the same, the association may, after due notice, have the remedial work performed and the responsible member or members shall be billed therefor, at the cost of the work." (Article IX, Section 5).*

Currently, ditch flow is being restricted at your property so that upstream and downstream BCWA members are not receiving an equitable distribution of Bishop Creek water. It is important that this situation be resolved. As the owner of the subject property it is your responsibility to maintain a clean clear ditch to convey water, and if it is not done the BCWA will be required to have the work completed and bill you for it.

The BCWA Board prefers not to interfere with ditches on private property and as such, that you as the property owner make the appropriate modifications needed to the ditch system on your property. The BCWA Board understands that the contractor you were planning to use to do the work is no longer available and you have been unable to finding a replacement. The BCWA Board has identified a landscape contractor who is familiar with the problem and is willing to discuss it with you. Note that there is a ditch easement on the front portion of your property that may need to be utilized to fix the situation (see the attached parcel map). The contractor, Kevin Grevenkamp of Kamp Enterprises, can be reached at (760) 920-9294. Kamp Enterprises has done several jobs for the BCWA and comes highly recommended.

BISHOP CREEK WATER ASSOCIATION  
Founded in 1897

# BISHOP CREEK WATER ASSOCIATION

Post Office Box 1273  
Bishop, California 93515

The Board wants to know your intentions. To avoid any further action, we request that at a minimum we receive a communication from you on the plan to correct the problem by January 15, 2021.

We look forward to your response. If you have any questions or there is a need for further discussion, please contact me at (760) 873-6209.

Sincerely,



Board of Trustees

Gene Coufal - President

Merry Armstrong

Don Kunze

Mark Frumkin

Eric Tillemans

Attachment

Cc: Matt Durkee,

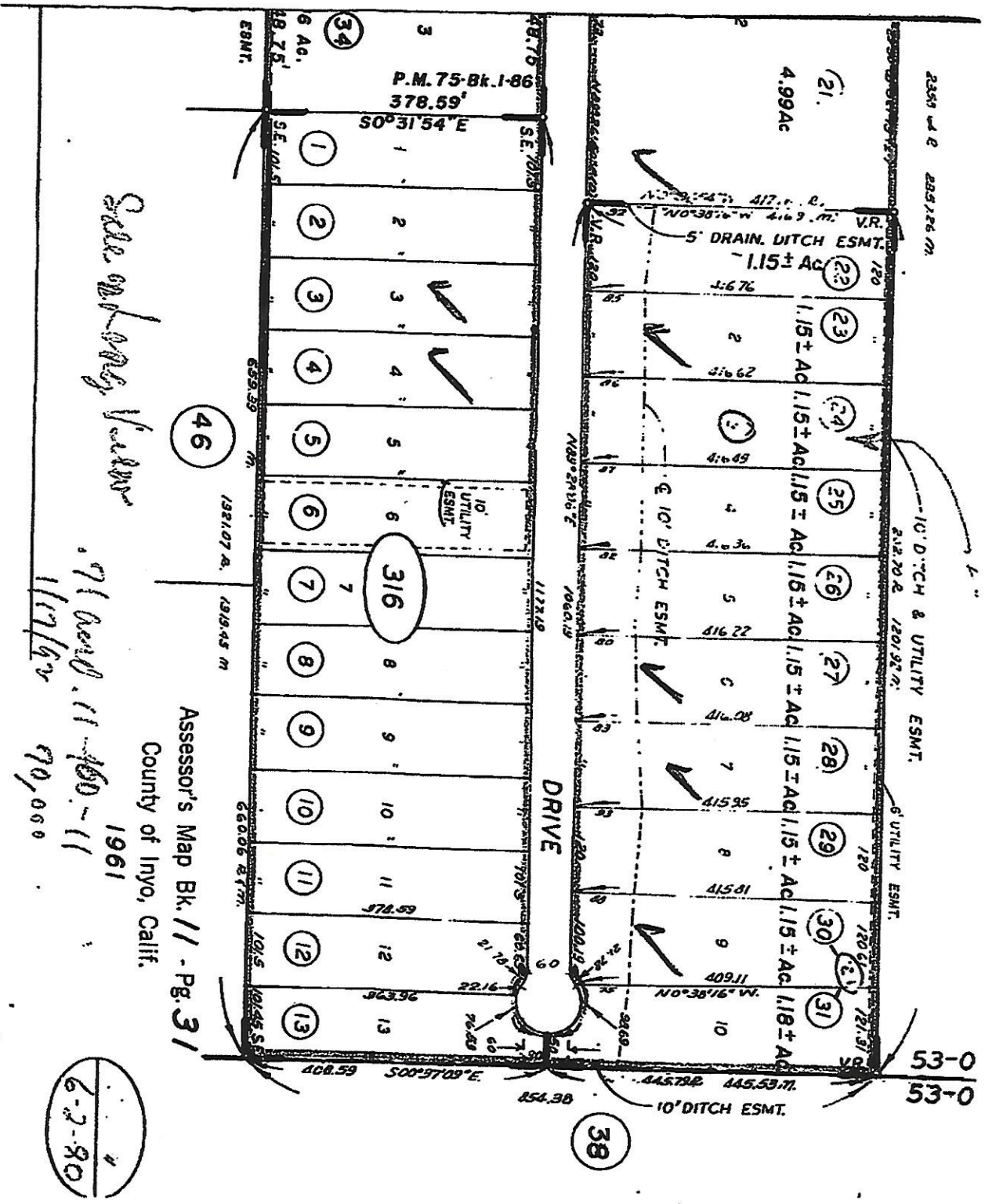
BCWA Board Members

BCWA Watermaster

BISHOP CREEK WATER ASSOCIATION

Founded in 1897





*Selle on Long Valley*

*91 Acad. 11-100-11  
1/17/92 90,000*

*6-2-80*

Assessor's Map Bk. 11 - Pg. 31

County of Inyo, Calif.

1961

2359 4 & 225726 M

10' DITCH & UTILITY ESMT.

6' UTILITY ESMT.

5' DRAIN, DITCH ESMT. 1.15 ± AC

P.M. 75-Bk. 1-86  
378.59

50° 31' 54" E

DRIVE

53-0  
53-0

38

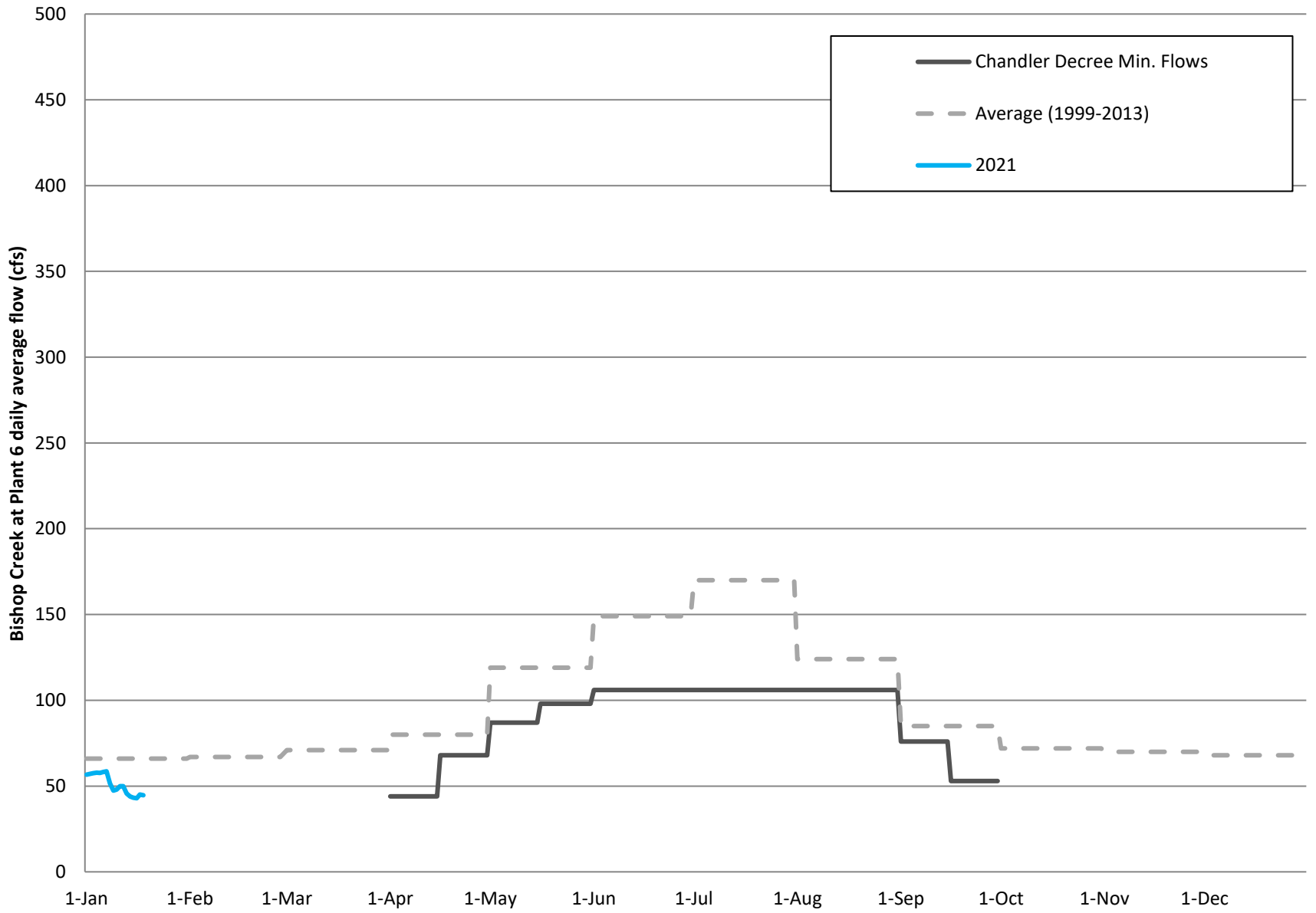
46

316

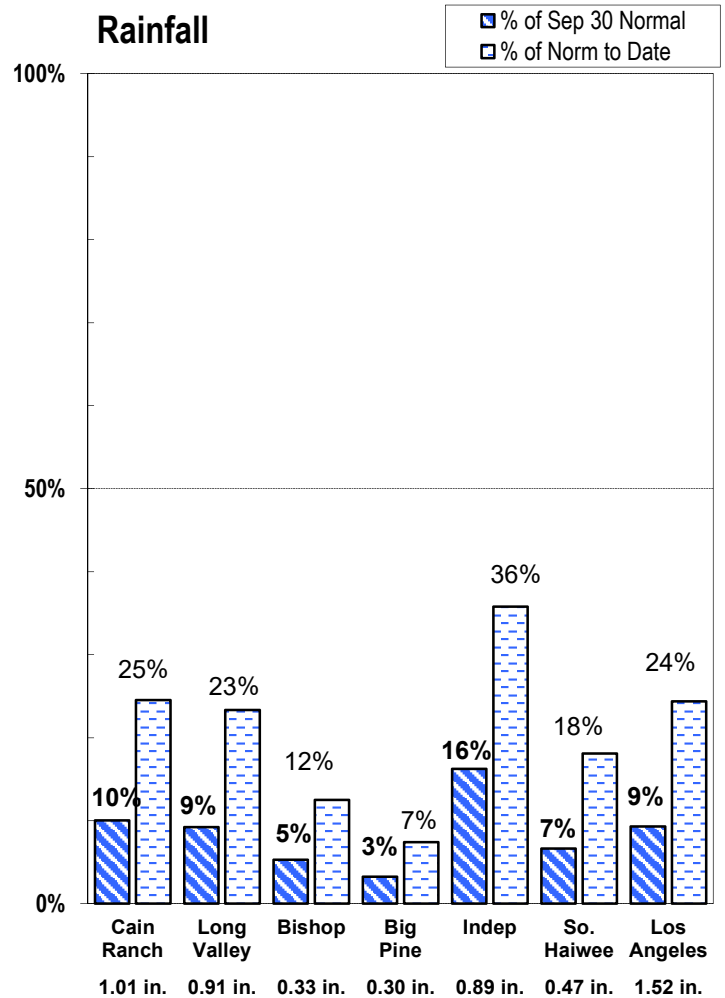
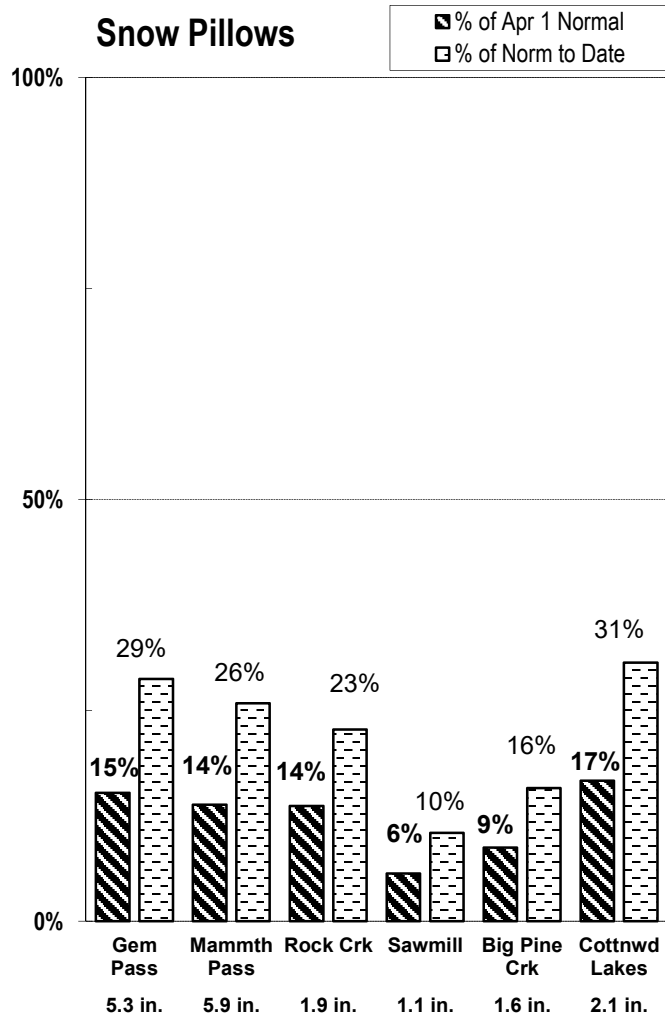
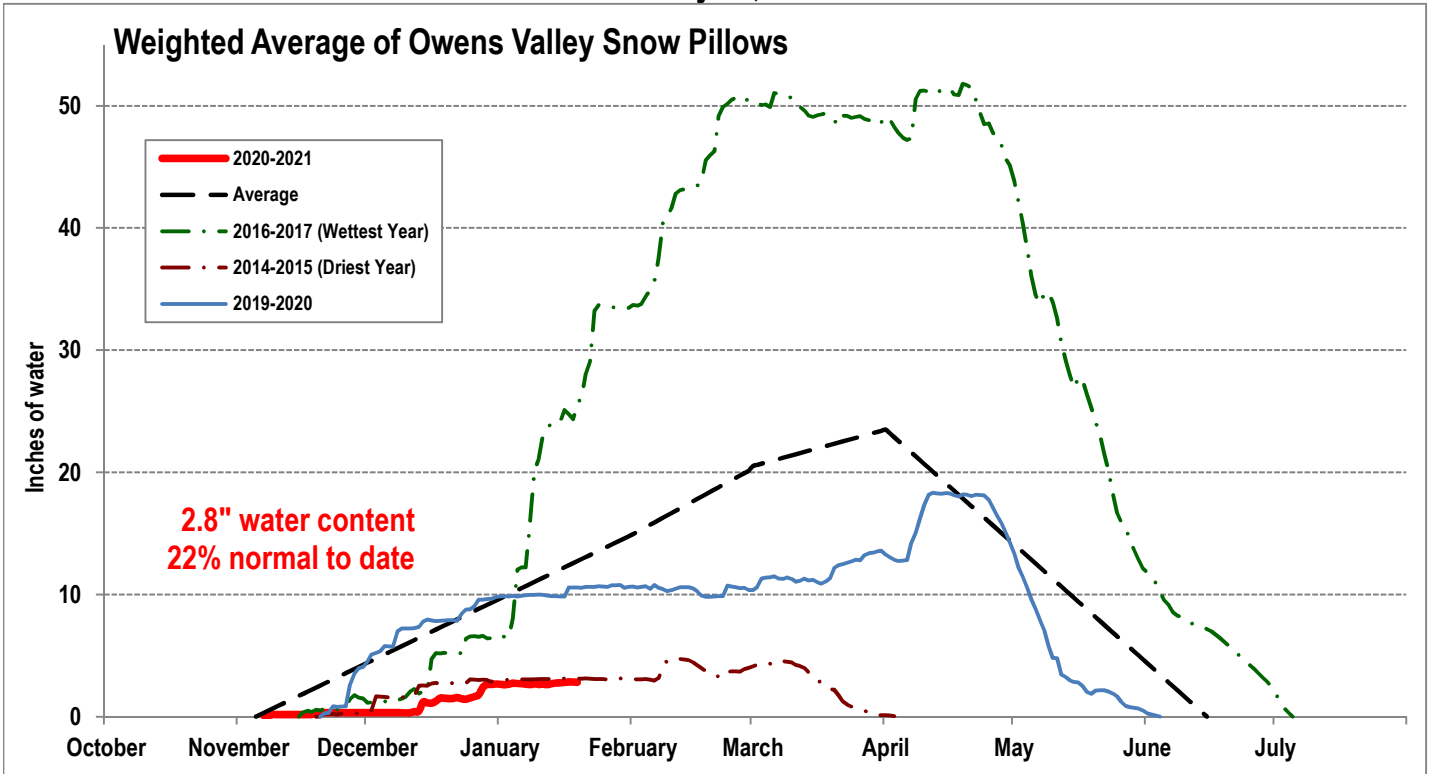
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# Bishop Creek Flows at Plant 6



# EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS January 19, 2021



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

**BISHOP CREEK WATER ASSOCIATION**  
**2019 FINANCIAL REPORT**

	January (\$)	February (\$)	March (\$)	April (\$)	May (\$)	June (\$)	July (\$)	August (\$)	Sept (\$)	Oct (\$)	Nov (\$)	Dec (\$)	Year (\$)
<b>BEGINNING CHECKING BALANCE*</b>	<b>13611.68</b>	<b>10729.54</b>	<b>7428.30</b>	<b>980.23</b>	<b>2182.30</b>	<b>9247.22</b>	<b>23234.55</b>	<b>19182.94</b>	<b>17033.12</b>	<b>13165.30</b>	<b>9658.68</b>	<b>7469.11</b>	
<b>DEPOSITS</b>													
Customer Deposits to Checking	813.80		626.00			18772.00							<b>20211.80</b>
Customer Deposits To Savings					17023.40	13853.00	2702.00	1518.40	264.40		340.00		<b>35701.20</b>
Interest Income to Savngs	0.87	0.78	0.20	1.41	0.82	1.66	2.72	2.62	2.75	2.89		5.58	<b>22.30</b>
Transfer from Maximizer/Savings				5000.00	10000.00					0.00			
<b>TOTAL DEPOSITS</b>	<b>814.67</b>	<b>0.78</b>	<b>626.20</b>	<b>1.41</b>	<b>17024.22</b>	<b>32626.66</b>	<b>2704.72</b>	<b>1521.02</b>	<b>267.15</b>	<b>2.89</b>	<b>340.00</b>	<b>5.58</b>	<b>55935.30</b>
<b>EXPENSES</b>													
Watermaster Pay	1680.84	1680.84	1680.84	1726.52	1703.66	1703.66	1703.66	1703.66	1703.66	1703.66	1703.66	1703.66	20398.32
Truck Allowance	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	4800.00
Watermaster phone	46.57	46.40	46.40	46.29	46.29	46.29	46.75	46.16	46.16	81.47	85.91	75.33	660.02
Payroll Taxes - IRS	844.56			844.56			859.86			856.04			3405.02
Payroll Taxes - State	61.82			154.56			82.84			55.95			355.17
Payroll Taxes - IRS Unemploymt.	42.00												42.00
State Fund - Worker's Comp Ins.	521.56	431.60			409.50		409.50			409.50			2181.66
Rural Special District Insurance			4335.00										4335.00
Holland & Allred CPA's			611.83			578.73			1718.00			646.50	3555.06
US Post Office - stamps/box rent							106.00						106.00
Printing	98.59	742.40			168.63								1009.62
Website Maintenance							443.00						443.00
Miscellaneous													
Ditch & Facility Repair /Maint.					200.00	2055.99							2255.99
Bank charges					7.00								30.75
Union Bank Transfer				626.00									
<b>TOTAL EXPENSES</b>	<b>3695.94</b>	<b>3301.24</b>	<b>7074.07</b>	<b>3797.93</b>	<b>2935.08</b>	<b>4784.67</b>	<b>4051.61</b>	<b>2149.82</b>	<b>3867.82</b>	<b>3506.62</b>	<b>2189.57</b>	<b>2825.49</b>	<b>43577.61</b>
<b>ENDING CHECKING BALANCE</b>	<b>10729.54</b>	<b>7428.30</b>	<b>980.23</b>	<b>2182.30</b>	<b>9247.22</b>	<b>23234.55</b>	<b>19182.94</b>	<b>17033.12</b>	<b>13165.30</b>	<b>9658.68</b>	<b>7469.11</b>	<b>4643.62</b>	
<b>MAXIMIZER/SAVINGS BALANCE</b>	<b>20900.35</b>	<b>20901.13</b>	<b>20901.33</b>	<b>16528.74</b>	<b>23552.96</b>	<b>37407.62</b>	<b>40112.34</b>	<b>41633.36</b>	<b>41900.51</b>	<b>41903.40</b>	<b>42243.40</b>	<b>42248.98</b>	
<b>TOTAL BANK BALANCES*</b>	<b>31629.89</b>	<b>28329.43</b>	<b>21881.56</b>	<b>18711.04</b>	<b>32800.18</b>	<b>60642.17</b>	<b>59295.28</b>	<b>58666.48</b>	<b>55065.81</b>	<b>51562.08</b>	<b>49712.51</b>	<b>46892.60</b>	



## Proposed Budget 2021

	2018 Actual	2019 Actual	2020 approved	2020 actual	2021 Proposed
<b>INCOME</b>					
Assessment rates	\$40/\$2.90	\$40/\$2.90	\$40/\$2.90	\$40/\$2.90	\$40/\$2.90
Parcels*	\$34,480	\$32,960	\$35,040.00	\$33,840.00	\$33,840.00
DWP (6473.16)	\$18,772	\$18,772	\$18,772.00	\$18,772.00	\$18,772.00
City of Bishop (200)	\$580	\$580	\$580.00	\$580.00	\$580.00
John Deeter - Highlands Trailer Park (96)	\$278	\$278	\$278	\$278	\$278
Yaney LLC - Cottonwood Plaza (40.8)	\$0	\$282	\$118	\$282	\$118
Workers Comp. Refund				\$638	\$0
Culvert Repair Reimbursement				2,207.45	\$0
Past Due Assessments	\$1,188	\$2,594		\$2,533.00	\$1,500
Late Payment Fee	\$572	\$447		617.22	\$400
Interest Income	\$1	\$22	\$2	\$29.65	\$20
<b>TOTAL INCOME</b>	<b>\$55,871</b>	<b>\$55,935</b>	<b>\$54,790</b>	<b>\$59,777.35</b>	<b>\$55,508</b>
<b>EXPENSES</b>					
Watermaster cost - Wages	\$19,649	\$20,398	\$20,744	\$20,626.80	\$21,375
Payroll Taxes	\$4,014	\$3,802	\$4,689	\$3,822.35	\$4,689
Workers Comp. Ins.	\$1,834	\$2,182	\$2,142	\$2,070.52	\$2,250
Truck Allowance	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800
Phone	\$551	\$660	\$671	\$906.30	\$950
Temp. Watermaster - Wages			\$877	\$0	\$1,754
Accounting - Holland & Allred	\$3,982	\$3,555	\$3,420	\$3,503	\$3,420
Insurance CRWRMA	\$4,222	\$4,335	\$4,335	\$4,684	\$4,700
Printing	\$1,046	\$1,009	\$1,200	\$922	\$1,400
U.S.P.S.	\$546	\$106	\$650	\$613	\$700
Bank service charges	\$307	\$31	\$100	\$14	\$100
Website	\$344	\$443	\$443	\$443	\$450
Annual Board/Employees Dinner	\$0	\$0	\$850	\$0	\$850
Attorney fees	\$0	\$0	\$600	\$0	\$1,000
Ditch cleaning & Gate repair	\$1,754	\$2,256	\$4,000	\$6,532.89	\$ 4,000.00
Misellaneous (one time cost for map update)*			\$100	\$0.00	\$ 863.26
Zoom	\$0	\$0	\$0	\$0.00	\$ 180.00
Improvement Projects	\$13,280	\$0	\$26,270	\$5,760.00	\$26,000
<b>TOTAL EXPENSES</b>	<b>\$56,329</b>	<b>\$43,577</b>	<b>\$75,891</b>	<b>\$54,697.66</b>	<b>\$79,481</b>
<b>YEAR END BANK BALANCE</b>	<b>\$34,535</b>	<b>\$46,893</b>	<b>\$26,613</b>	<b>\$51,972</b>	<b>\$27,999</b>
<b>Assessments not paid prior to 2020</b>	(59 members)		\$12,296		
<b>Assessments not paid for 2020</b>	(22 members)		\$656		