

Bishop Creek Water Association

Monthly Board Meeting Agenda

March 14, 2023

7:00 pm

Meeting To Be Conducted via Zoom

1. Opening and Introduction
2. Acceptance of the Annual Meeting Summary for January 31, 2023
3. Approval of the January and February 2023 Financial Reports
4. Approved 2023 Budget
5. Bishop Creek Precipitation, Flow, and Storage Report
6. Old Business
 - a. Obstruction in Nelligan Ditch at Norberg/O'Brien/Scott's
 - b. Inequitable Flow Distribution (N/s vs S/s) on East Yaney St.
 - c. Flow Regulation on Reinhackle Ditch at Mt. Tom Rd.
 - d. Request to Abandon Ditch to 561 Lagoon St.
 - e. N/S East Yaney Flow Distribution
 - f. Ditch Relocation at NW corner of Carol Ln. (parcel no 011-510-27)
 - g. Water Rights Filing
 - h. Membership Reconciliation (mapping)
 - i. Collection of Past Due Assessments
 - j. Ditch Diversion Box Repair/Rebuild Project
 - k. BCWA Policy for Handling of Plugged Street Culverts
 - l. Inyo County Road Department Policy regarding Plugged/Deteriorated Street Culverts
 - m. Ditch Relocation at NW corner of Carol Ln. (parcel no 011-510-27)
 - n. Bishop Tribe BCWA Membership?
7. Watermaster Report
8. New Business
 - a. Election of Board Officers:
 - i. President
 - ii. Secretary
 - iii. Treasurer
 - b. Appointment of Finance, and Water and Arbitration Committee Chairpersons
 - c. Watermaster Evaluation
 - d. Other (by Board or members in good standing)
9. Next Meetings: Monthly Board – April 11, 2023, at 7:00 p.m.
10. Adjournment

Bishop Creek Water Association
Annual Meeting Summary
January 30th, 2023
7:00 pm
Meeting Conducted via Zoom

1. Opening and Introduction

BWCA meeting called to order 7:00 pm. Trustees in attendance: Mark Frumkin, Don Kunze, Merry Armstrong, Gene Coufal and Eric Tillemans. Watermaster Matt Durkee was present. A quorum of membership was present (see attached attendance list).

2. Acceptance of the Board Meeting Summary for January 10, 2023

The January 10, 2023, meeting summary was accepted as written.

3. Annual Report

Gene gave the Annual Report. He passed along a thank you to SCE, DWP and Matt for keeping water flowing through the ditches during an extremely dry year. Issues discussed included: Dealings with California Fish and Wildlife, Water Rights Filing, Mapping/Database of Membership, and Inyo County Road Department replacement of culverts.

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

The Snowpack for Sawmill is currently at 144% of normal for April 1st and is similar to 2019 at this point.

5. 2022 Financial Report

Mark presented the 2022 financial report.

6. Approval of the 2023 Budget

Mark presented a proposed 2023 budget. Don motioned to approve the 2023 budget, Merry seconded it and it passed unanimously by membership.

7. Election of Trustees

Mark, Merry and Eric made up the nominating committee. Don and Gene were both unanimously re-elected.

8. New Business

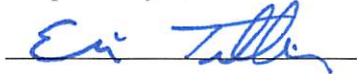
- a. None

9. Next Monthly Board Meeting– The next monthly Board meeting will be held on March 14th, 2023, at 7:00 p.m.

10. Adjournment

The meeting was adjourned at 7:52 p.m.

Respectfully Submitted,

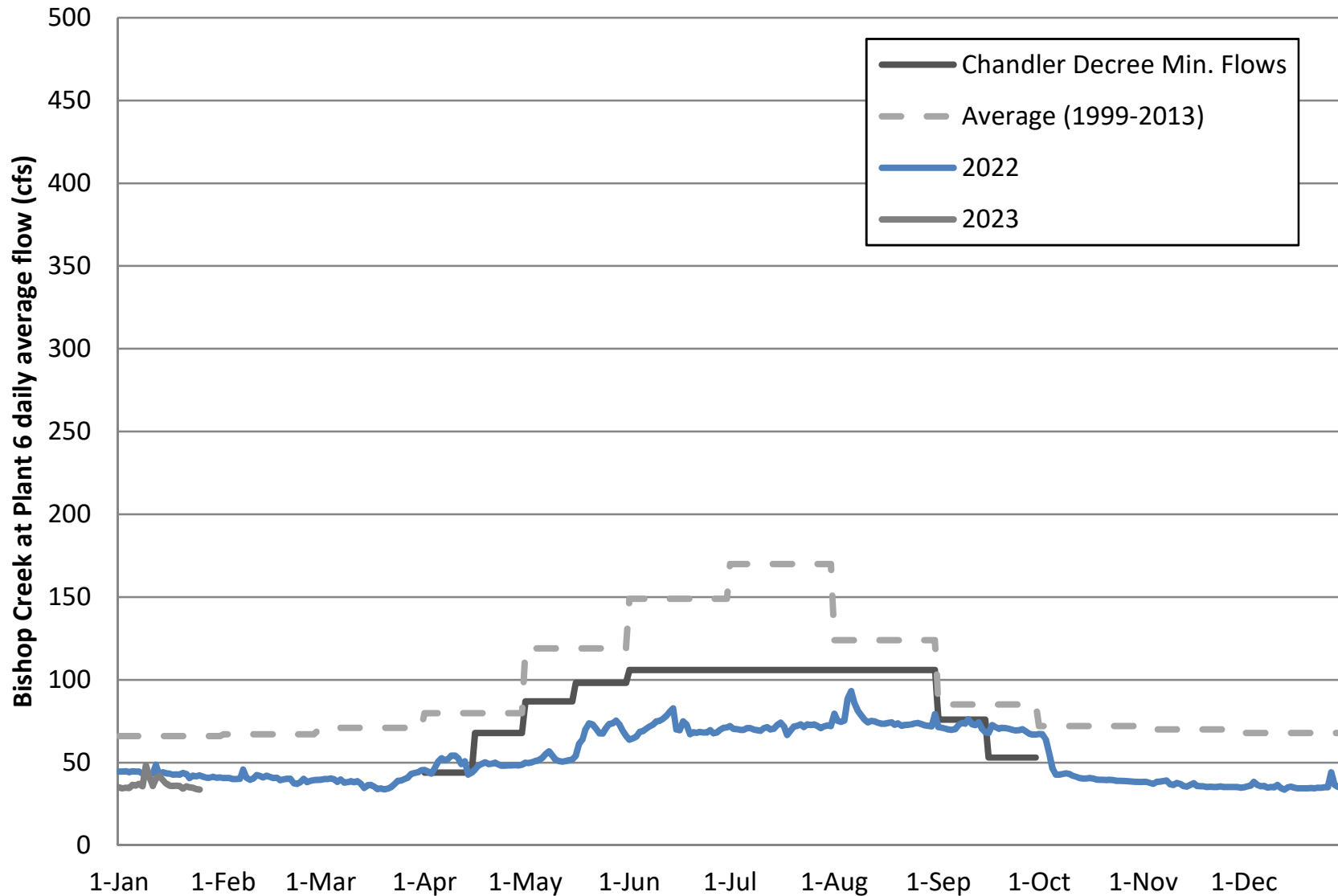
A handwritten signature in blue ink, appearing to read "Eric Tillemans", is written over a horizontal line.

Eric Tillemans

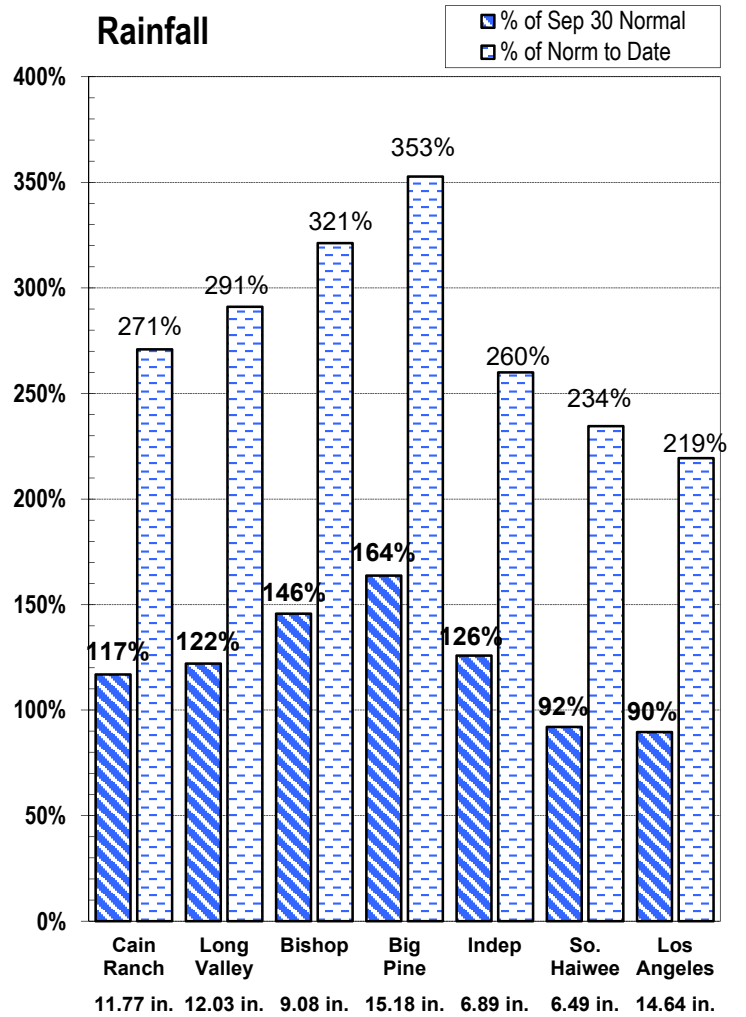
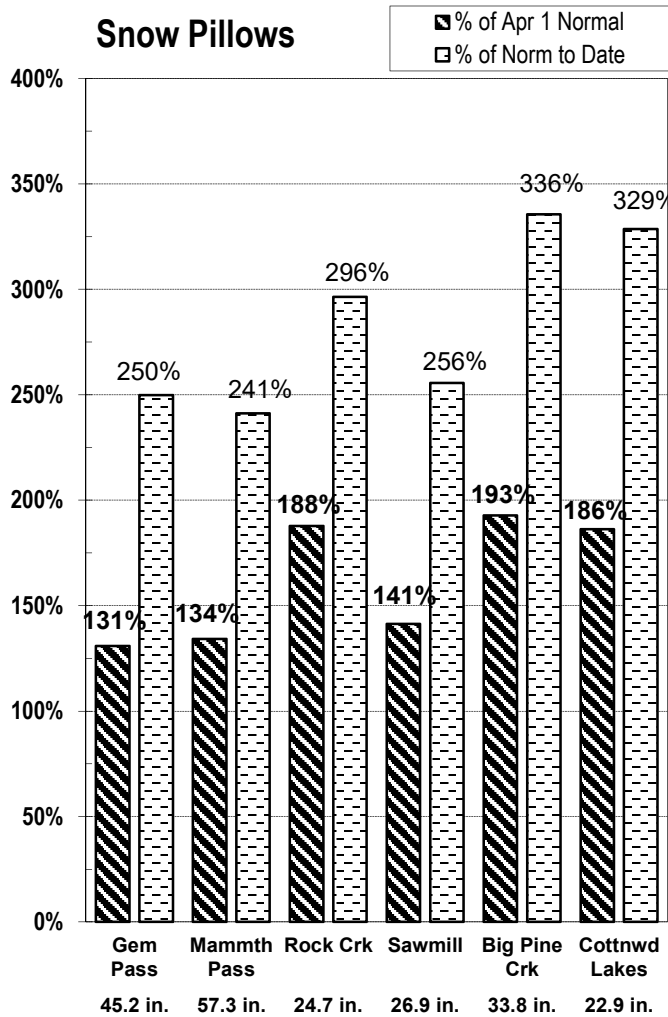
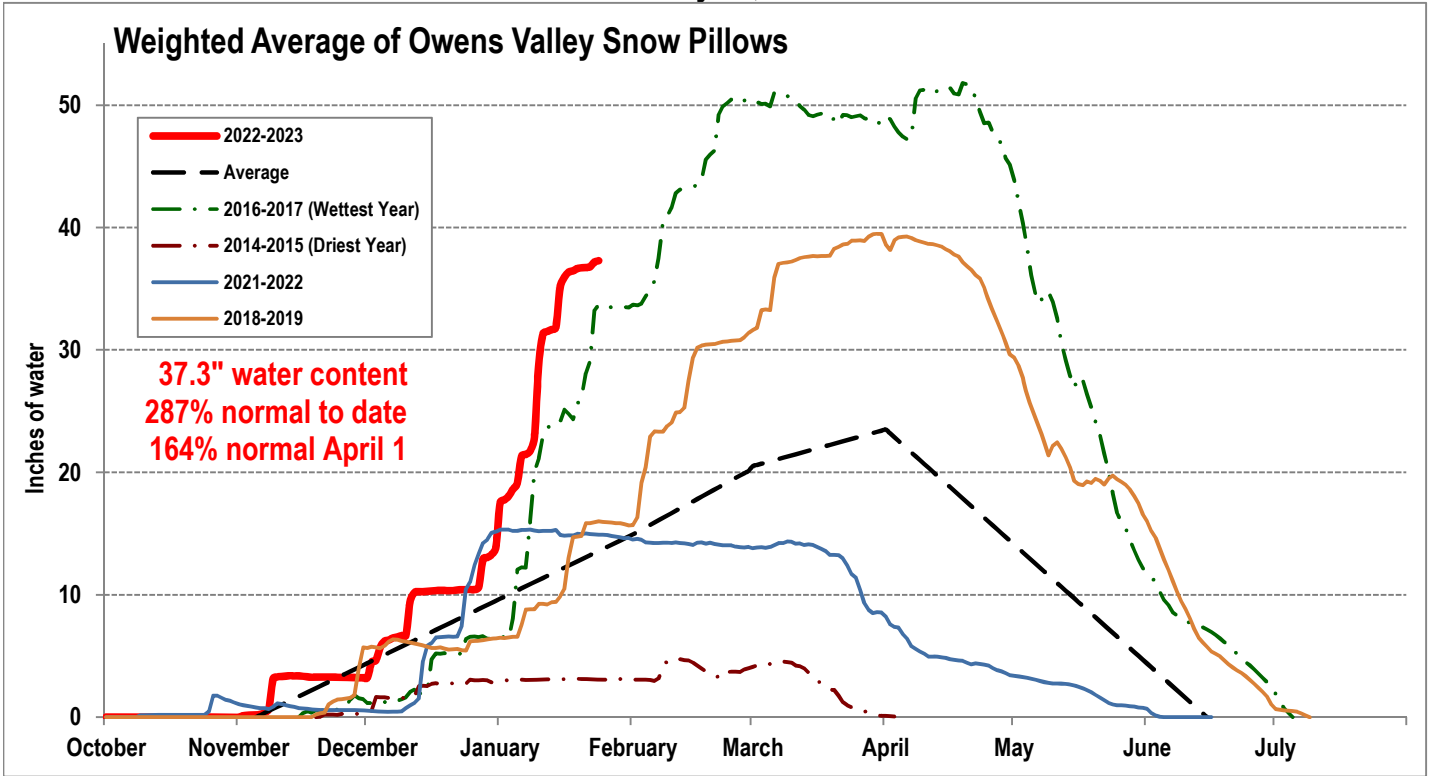
Secretary

Bishop Creek Water Association

Bishop Creek Flows at Plant 6



EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS January 24, 2023



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

**BISHOP CREEK WATER ASSOCIATION
2022 FINANCIAL REPORT**

	January (\$)	February (\$)	March (\$)	April (\$)	May (\$)	June (\$)	July (\$)	August (\$)	Sept (\$)	Oct (\$)	Nov (\$)	Dec (\$)	Year (\$)
BEGINNING CHECKING BALANCE	1114.58	7172.15	14147.94	10014.01	10208.21	7334.39	23659.09	19558.31	17346.32	14763.10	10518.70	8080.89	
Checking Deposits													
Customer Deposits to Checking	352.00		589.40	668.00		18777.90		1816.00	760.00		532.00		23495.30
Workmans Comp refund							103.75						103.75
Savings Deposits/Withdrawals													
Customer Deposits To Savings					13286.00	17855.40	2134.00						33275.40
Interest Income to Savngs	1.08	1.12	2.06	1.57	1.52	2.00	2.49	2.80	2.80	2.50	2.44	3.29	25.67
Transfer from Maximizer/Savings	10000.00	10000.00		10000.00									
Transfer to Maximizer/Savings													
TOTAL DEPOSITS	353.08	1.12	591.46	669.57	13287.52	36635.30	2240.24	1818.80	762.80	2.50	534.44	3.29	56900.12
EXPENSES													
Watermaster Pay	1747.44	1747.44	2184.30	1770.24	1793.04	1793.04	1793.04	1793.04	1793.04	1793.04	1793.04	1793.04	21793.74
Truck Allowance	400.00	400.00	400.00	400.00	400.00	400.00	400.00	450.00	450.00	450.00	450.00	450.00	5050.00
Watermaster phone	62.14	62.23	62.14	62.03	62.03	68.22	69.22	69.12	69.12	68.76	68.76	68.76	792.53
Payroll Taxes - IRS	878.99			952.24			898.11			901.94			3631.28
Payroll Taxes - State	68.94			168.04			76.99			64.85			378.82
Payroll Taxes - IRS Unemployt.	45.14												45.14
State Fund - Worker's Comp Ins.	791.78			490.25			490.25			490.25			2262.53
Rural Special District Insurance				5409.00									5409.00
Holland & Allred CPA's			576.89		618.75			1715.83			658.01		3569.48
US Post Office - stamps/box rent				522.00			182.00						704.00
Printing		814.54				191.94							1006.48
Legal Fees			1500.00										1500.00
Website Maint. & Zoom							194.87		980.00				1174.87
Miscellaneous				700.00			100.05			475.56			1275.61
Ditch & Facility Repair /Maint.	300.00								51.06				351.06
TOTAL EXPENSES	4294.43	3024.21	4723.33	10473.80	2873.82	2453.20	4204.53	4027.99	3343.22	4244.40	2969.81	2311.80	48944.54
ENDING CHECKING BALANCE	7172.15	14147.94	10014.01	10208.21	7334.39	23659.09	19558.31	17346.32	14763.10	10518.70	8080.89	5769.09	
MAXIMIZER/SAVINGS BALANCE*	49425.13	39426.25	39428.31	29429.88	42717.40	60574.80	62711.29	62714.09	62716.89	62719.39	62721.83	62725.12	
TOTAL BANK BALANCES	56597.28	53574.19	49442.32	39638.09	50051.79	84233.89	82269.60	80060.41	77479.99	73238.09	70802.72	68494.21	

*Savings Starting Balance \$ 59424.05

Members whose assessment is in the rear one year or less : 36 (\$1008); in the rear 2 years : 8 (\$704); and in the rear more than 2 years: 32 (\$10,332) (avg of \$323 or 8+ years)

Total number of members in the rear : 76 (\$12,044)

2017 Rate increase projected end of year balances:	Revenue	Expenses	Reserve
2017	\$55,741	\$54,955	\$21,501
2018	\$55,741	\$56,329	\$20,913
2019	\$55,741	\$57,737	\$18,917
2020	\$55,741	\$47,181	\$27,477
2021	\$55,741	\$48,361	\$34,858
2022	\$55,741	\$49,570	\$41,029
2023	\$55,741	\$50,809	\$45,961

PROPOSED 2023 BUDGET

INCOME	2021 Actual	2022 Approved	2022 Actual	2023 Proposed
Assessment Rates	\$40/\$2.90	\$40/\$2.90	\$40/\$2.90	\$40/\$2.90
Parcels	\$34,880.00	\$33,840.00	\$35,040.00	\$33,840.00
DWP (6473.16 ac.)	\$18,777.90	\$18,772.00	\$18,777.90	\$18,772.00
City of Bishop	\$580.00	\$580.00	\$580.00	\$580.00
Highland Trailer Park (96 ac)	\$278.40	\$278.00	\$278.40	\$278.00
Cottonwood Plaza (40.8 ac)	\$244.00	\$282.00	\$120.00	\$282.00
Workers Comp. Refund	\$200.20		\$103.75	
Culvert Repair Reimburse.				
Past Due Assessments	\$2,070.00	\$1,500.00	\$1,393.00	\$1,500.00
Late Fee Payment	\$519.78	\$400.00	\$581.40	\$400.00
Interest Income	\$29.41	\$30.00	\$25.67	\$30.00
Total Income	\$57,579.69	\$55,682.00	\$56,900.12	\$55,682.00
EXPENSES				
Watermaster Cost -				
Wages	\$22,185.96	\$22,500.00	\$21,793.74	\$24,250.00
Payroll Taxes	\$4,177.21	\$4,200.00	\$4,055.24	\$4,300.00
Workers Comp. Ins.	\$2,202.93	\$2,400.00	\$2,262.53	\$2,400.00
Truck Allowance	\$4,800.00	\$4,800.00	\$5,050.00	\$5,400.00
Phone	\$965.55	\$750.00	\$792.53	\$750.00
Temp. Watermaster - wage	\$0	\$1,754.00	\$0.00	\$1,754.00
Accounting - Holland & Allred	\$3,550.32	\$3,420.00	\$3,569.48	\$3,420.00
Insurance CRWRMA	\$4,917.00	\$4,700.00	\$5,409.00	\$5,500.00
Printing	\$1,010.63	\$1,400.00	\$1,006.48	\$1,400.00
U.S.P.S.	\$641.00	\$1,400.00	\$704.00	\$900.00
Bank Service Charge	\$0	\$25.00	\$0.00	\$25.00
Website	\$0	\$450.00	\$980.00	\$450.00
Annual Bd/Employees Dinner	\$0	\$850.00	\$0.00	\$1,100.00
Attorney Fees	\$390.00	\$5,000.00	\$1,500.00	\$5,000.00
Ditch cleaning & Gate repair	\$4,097.80	\$5,000.00	\$300.00	\$5,000.00
Security Camera			\$475.56	
Zoom	\$74.95	\$180.00	\$194.87	\$180.00
Improvement Projects	\$0	\$26,000.00	\$0.00	\$26,000.00
Steve Stevens (flowers)			\$100.05	
High Country Lumber			\$51.06	
Survey			\$700.00	
TOTAL EXPENSES	\$49,013.35	\$84,829.00	\$48,944.54	\$87,829.00
YEAR END BANK BALANCE	\$60,538.63	\$31,391.63	\$68,494.21	\$36,547.21

1/30/2023

Bishop Creek Water Association Monthly Meeting

Date 1/30/23 _____

Attendance Sheet

Name	Address	Email
Merry Armstrong		
Don Kunze		
Mark Frumkin		
Eric Tillemans		
Gene Coufal		
Matt Durkee		
Susan Kunze		
Phil Moxley		
Amy Goriesky		
Bo Loy		
Heidi Christensen		
Yvonne Kastenstein		
Mark Heckman		
Holly Alpert		
Jason Jenkins		
Kendall Stratham		
Angela Scott		

BISHOP CREEK WATER ASSOCIATION
FINANCIAL REPORT FOR THE MONTH

JANUARY 2023

CHECKING ACCOUNT BALANCE	\$	5,769.09
SAVINGS ACCOUNT BALANCE		<u>62,721.83</u>

TOTAL BANK BALANCES - December 31, 2022		68,490.92
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DEPOSITS:

Customer Deposits - Into Checking	\$	520.00
Customer Deposits - Into Savings		-
Workers Comp Refund		-
Interest Income		2.55
Transfer from Savings		<u>-</u>

TOTAL DEPOSITS		522.55
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CHECKS WRITTEN:

Water Master Pay - 898.49 x 2	\$	1,796.98
Truck Allowance - 225.00 x 2		450.00
Additional Pay - Vacation Time		-
Telephone		69.19
Payroll Taxes - IRS		901.94
Payroll Taxes - State		64.85
Payroll Taxes - IRS Unemployment		63.00
USPS - PO Box Rent		-
Alex Printing		-
Gene Coufal - Security Camera		-
State Fund Insurance		-
Holland & Allred - Quarterly Accounting		568.34
High Country Lumber		-
Brown's		-
Transfer to Savings		<u>-</u>

TOTAL CHECKS WRITTEN		<u>(3,914.30)</u>
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UNION CHECKING ACCOUNT	\$	2,374.79
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UNION BANK SAVINGS		<u>62,724.38</u>
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TOTAL BANK BALANCES - January 31, 2023	\$	65,099.17
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**BISHOP CREEK WATER ASSOCIATION
FINANCIAL REPORT FOR THE MONTH**

FEBRUARY 2023

CHECKING ACCOUNT BALANCE		\$	2,374.79
SAVINGS ACCOUNT BALANCE			<u>62,724.38</u>

TOTAL BANK BALANCES - January 31, 2023			65,099.17
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DEPOSITS:

Customer Deposits - Into Checking		\$	572.00
Customer Deposits - Into Savings			-
Workers Comp Refund			-
Interest Income			2.72
Transfer from Savings			<u>15,000.00</u>

TOTAL DEPOSITS			15,574.72
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CHECKS WRITTEN:

Water Master Pay -	898.49 x 2	\$	1,796.98
Truck Allowance -	225.00 x 2		450.00
Additional Pay - Vacation Time			-
Telephone			69.06
Payroll Taxes - IRS			-
Payroll Taxes - State			-
Payroll Taxes - IRS Unemployment			-
USPS - PO Box Rent			-
Alex Printing			814.54
Gene Coufal - Security Camera			-
State Fund Insurance			402.77
Holland & Allred - Quarterly Accounting			619.02
High Country Lumber			-
Brown's			21.74
Transfer to Savings			-

TOTAL CHECKS WRITTEN			<u>(4,174.11)</u>
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UNION CHECKING ACCOUNT		\$	13,772.68
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UNION BANK SAVINGS			<u>47,727.10</u>
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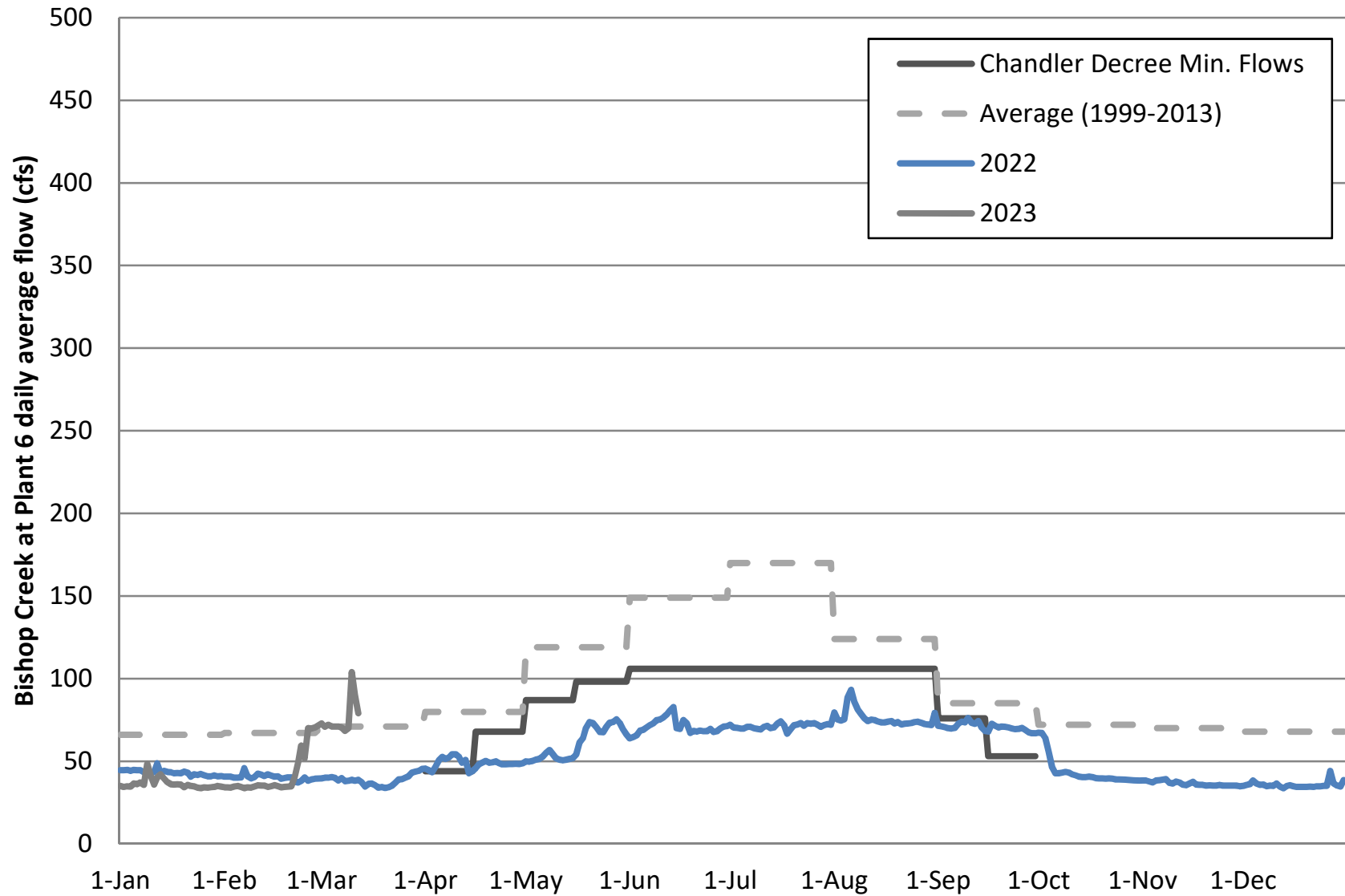
TOTAL BANK BALANCES - February 28, 2023		\$	61,499.78
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APPROVED 2023 BUDGET

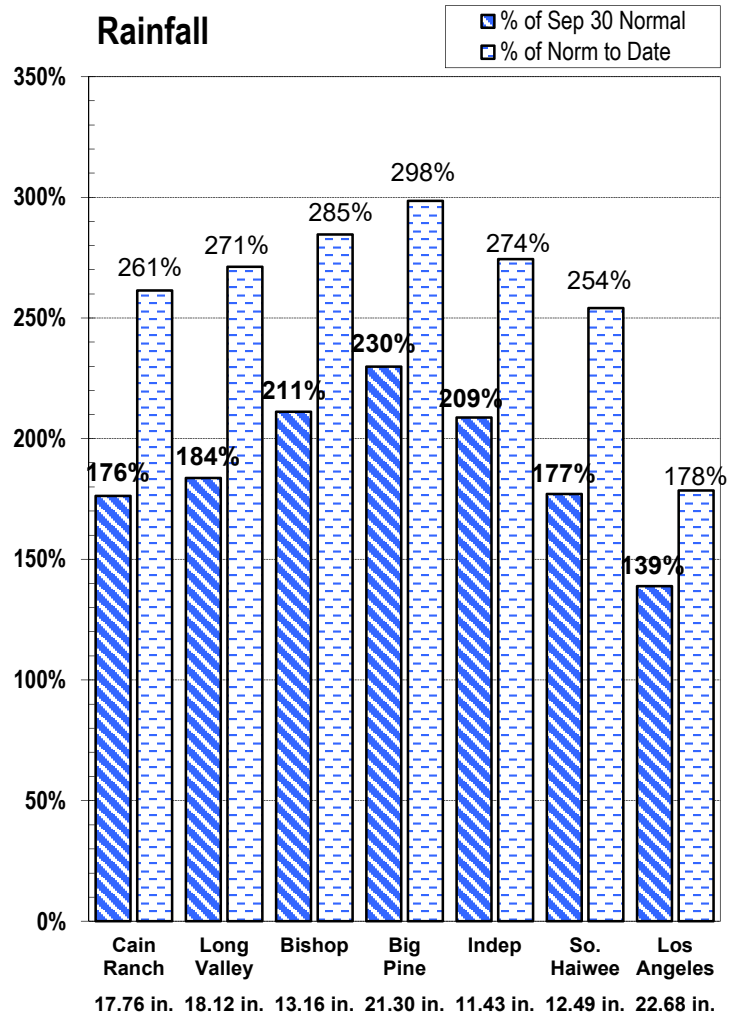
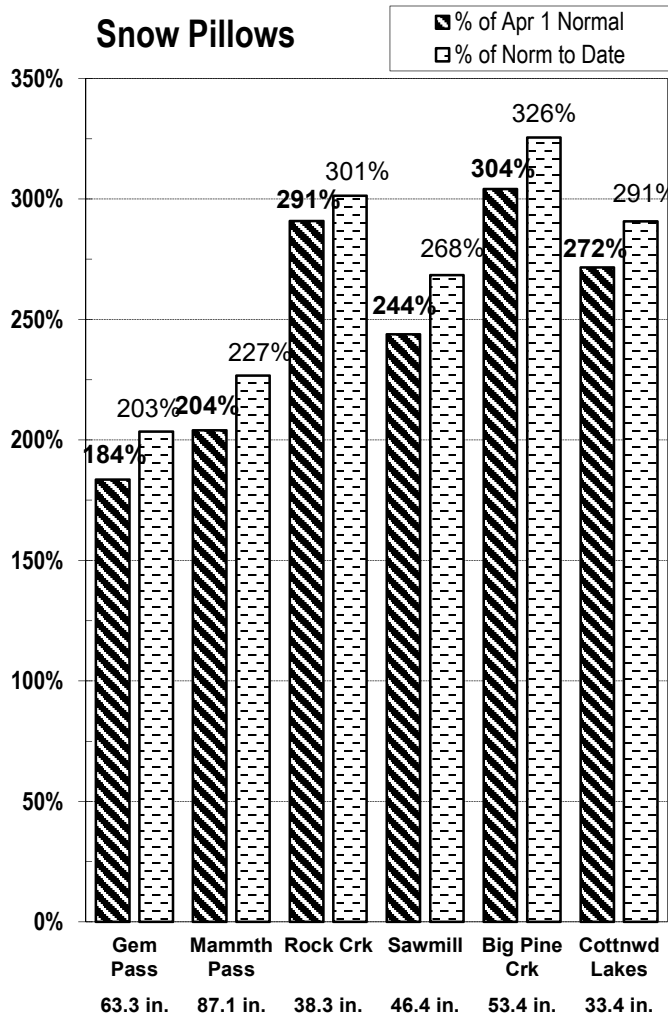
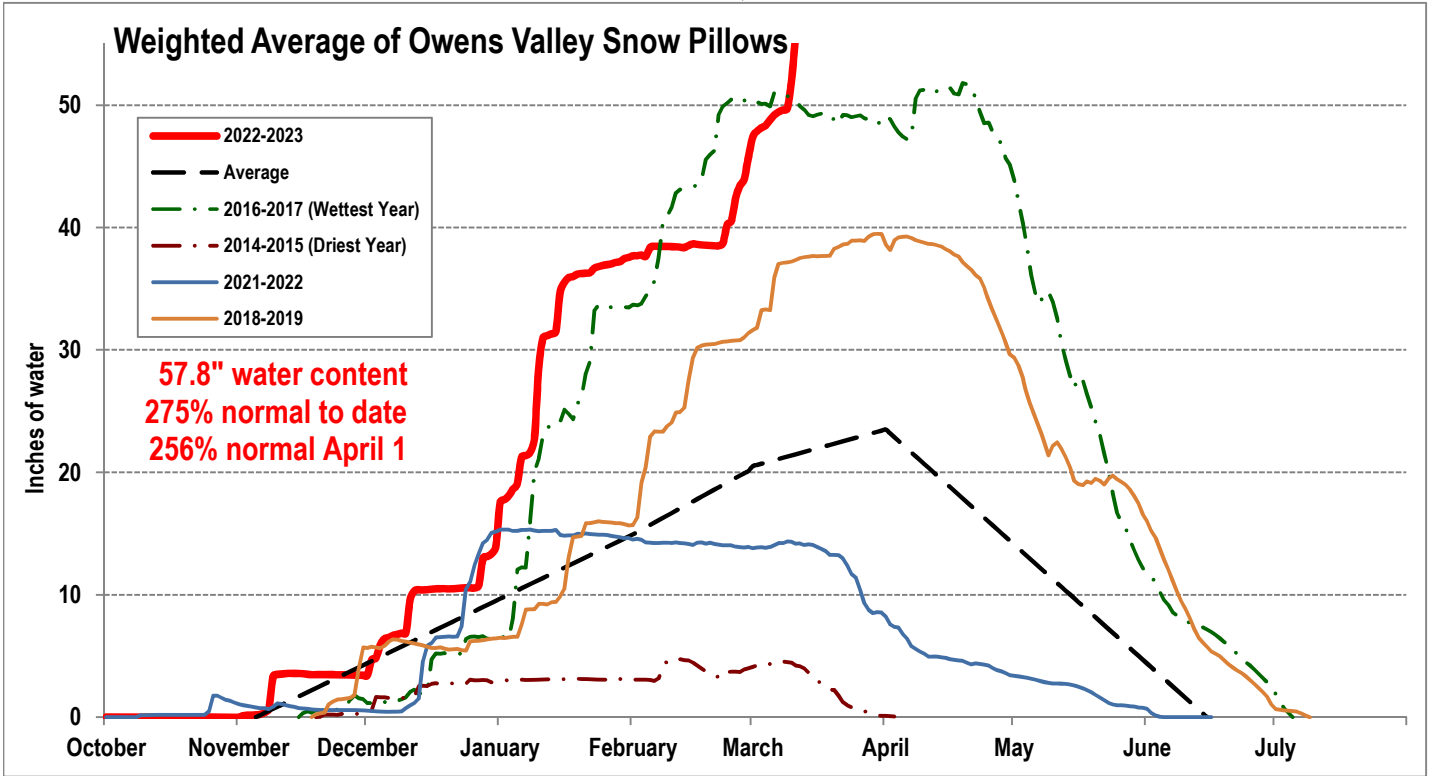
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1/30/2023

Bishop Creek Flows at Plant 6



EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS March 14, 2023



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

BISHOP CREEK WATER ASSOCIATION

Post Office Box 1273
Bishop, California 93515

DRAFT

March 13, 2023

Dee Norberg Estate
P. O. Box 1716
Bishop CA 93515

Subject: Obstructions in the Nelligan Ditch at the No. Mountain View Diversion Structure

To The Estate of Ms. Dee Norberg,

The Bishop Creek Water Association (BCWA) has on numerous occasions since 2019 (letters of July 31, 2019, April 10, 2020, April 16, 2020, August 17, 2020, and September 3, 2021) requested that Ms. Norberg remove the posts, fencing, rocks, dirt, etc. from the Nelligan Ditch at the No. Mountain View Diversion Structure as they are obstructing flow. The debris placed in the channel by Ms. Norberg has encroaching on the structure to the point that water is flowing only through the north half of the opening, compromising the structure, and reducing the amount of water that can be delivered downstream through the ditch. This is not an acceptable long-term situation as the Watermaster is unable to meet yearly water delivery needs downstream. With the anticipated extremely high runoff forecast for 2023 it is imperative that the obstructions be removed immediately.

Many of the objects that have been put in the ditch by Ms. Norberg on the south bank immediately upstream of the diversion structure over the past approximately 10 years will have to be removed to assist in handling the upcoming runoff and convey sufficient water to downstream users (See attached sketch).

One of the main responsibilities of the BCWA is the equitable apportionment of the water diverted from Bishop Creek and seeing that the water is responsibly and appropriately used. As such the Water Association must maintain diversion structures in a functional operating condition and ensure that ditches are maintained in a clear free flowing condition. The anticipated high runoff conditions have made the removal of the debris extremely urgent. It is the responsibility of BCWA members to maintain a clear channel. Ms. Norberg, as a member of the BCWA, was responsible to keep the water conveyances free of debris. To responsibly meet the needs of the BCWA membership the above-described work will need to be completed so that there is a clear channel approaching the structure and no obstructions interfering with the BCWA's ability to distribute water to downstream members.

This is to inform you that if the debris is not removed, the BCWA is prepared to have the debris that is obstructing the channel removed. We plan to start the process of removing the

BISHOP CREEK WATER ASSOCIATION

Founded in 1897

BISHOP CREEK WATER ASSOCIATION

Post Office Box 1273
Bishop, California 93515

debris the week of April 2nd. If the debris has not been removed prior to April 2nd the estate will be billed the cost of removing the debris Ms. Norberg placed in the channel (see BCWA By-Laws, Article IX, Section 5 – posted on the BCWA website, www.bishopcreekwater.org).

Also, similarly, the water conveyance pipe on Ms. Norberg's the south property line is in disrepair and needs to be made fully functional. Please provide a plan for making the necessary repairs to make the water conveyance.

The BCWA Articles and By-Laws describe the responsibilities of the Water Association and its members and provides direction for operating the system. As provided to you in the previous letters, ARTICLES IX (*Sections 4 and 5*) and X (*Sections 1, 2 and 3*), from the BCWA Articles and By-Laws describe the obligations and authorities which are pertinent to this situation.

If you have any questions regarding this, please call me at (760) 873-6209.

Sincerely,

Board of Trustees

Gene Coufal - President

Merry Armstrong

Don Kunze

Mark Frumkin

Eric Tillemans

Attachment

Cc: BCWA Board Members & BCWA Watermaster

BISHOP CREEK WATER ASSOCIATION

Founded in 1897