

Bishop Creek Water Association

Monthly Board Meeting Agenda

April 11, 2023

7:00 pm

Meeting To Be Conducted via Zoom

1. Opening and Introduction
2. Acceptance of the Monthly Board Meeting Summary for March 14, 2023
3. Approval of the March 2023 Financial Report
4. Bishop Creek Precipitation, Flow, and Storage Report
5. Appointment of Finance, and Water and Arbitration Committee Chairpersons
6. Old Business
 - a. Flow Regulation on Reinhackle Ditch at Mt. Tom Rd.
 - b. Obstruction in Nelligan Ditch at Norberg/O'Brien/Scott's
 - c. Request to Abandon Ditch to 561 Lagoon St.
 - d. Obstructed Ditch at 352 Wiildrose Ln
 - e. Ditch Relocation at NW corner of Carol Ln. (parcel no 011-510-27)
 - f. Water Rights Filing
 - g. Membership Reconciliation (mapping)
 - h. Collection of Past Due Assessments
 - i. Ditch Diversion Box Repair/Rebuild Project
 - j. BCWA Policy for Handling of Plugged Street Culverts
 - k. Inyo County Road Department Policy regarding Plugged/Deteriorated Street Culverts
 - l. Bishop Tribe BCWA Membership?
7. Watermaster Report
8. New Business
 - a. Other (by Board or members in good standing)
9. Next Meetings: Monthly Board – May 9, 2023, at 7:00 p.m.
10. Adjournment

Bishop Creek Water Association
Annual Meeting Summary
March 14th, 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, Merry Armstrong, and Gene Coufal. Trustee Don Kunze was not present, and Chad Lammacchia represented Trustee Eric Tillemans. Watermaster Matt Durkee was present.

2. Acceptance of the Annual Board Meeting Summary for January 31, 2023

The January 31, 2023, meeting summary was accepted as written.

3. Approval of the January and February 2023 Financial Reports

The financial reports for January and February 2023 were approved unanimously.

4. Approved 2023 Budget

The approved 2023 budget was presented for the record.

5. Bishop Creek Precipitation, Flow, and Storage Report

The latest snow pillow precipitation chart and the flow at SCE Power Plant 6 chart were discussed. Matt has been working closely with Christ Thompson of LADWP in preparation of the expected record runoff.

6. Old Business

a. Obstruction in Nelligan Ditch at Norberg/O'Brien/Scott's:

Gene spoke to the need to have this restriction removed especially considering the runoff situation this year. Gene presented the proposed letter included in the packet and the board unanimously approved sending it out as written.

b. Inequitable Flow Distribution (N/s vs S/s) on East Yaney St.

Don was not present, but Matt stated that the issue seems to be resolved. This item will be removed from the agenda.

c. Flow Regulation on Reinhackle Ditch at Mt. Tom Rd.

On hold pending a report from Don.

d. Request to Abandon Ditch to 561 Lagoon St.

Matt is looking for letter from the resident. He has attempted to get one but has not been successful. Gene suggested that the Board draft a letter for the resident to sign and Matt agreed with this approach. The Board agreed to move forward with a letter.

f. Ditch Relocation at NW corner of Carol Ln. (parcel no 011-510-27)

The water is on the approved site but is not controlled at the moment. The resident stated that he will move the structure over once the weather subsides. Gene

reminded everyone that that the new property owner needs to provide an easement for the new ditch location.

g. Water Rights Filing

Gene met with Ben Arcularius on February 1 and identified approximately 20 stations that need filings. Most have existing flow data recorders. Those without recorders (approximately 4 or 5) will need a plan moving forward. Gene and Ben plan to meet again once Ben has a chance to look at the data records.

h. Membership Reconciliation (mapping)

Merry is still working through the process and plans to walk areas that have discrepancies between map and real life. The maps have some errors that she is rectifying. Matt will walk the areas with Merry to share his on the ground knowledge.

i. Collection of Past Due Assessments

Update was missing from packet but will be added for next month.

j. Ditch Diversion Box Repair/Rebuild Project

Gene met with Mikhala Bornstein from the NRCS office in Bishop on March 7 and talked with the Farm Bureau as well. NRCS recommended going through the process to have NRCS help with these structures. To receive their assistance, BCWA may have to have non-profit status. Discussion to follow.

k. BCWA Policy for Handling of Plugged Street Culverts

Item on hold

l. Inyo County Road Department Policy regarding Plugged/Deteriorated Street Culverts

On February 8 Gene and Eric met with Inyo County personnel, Mike Errante, the Inyo County Public Works Director, Shannon Platt, the Inyo County Road Director, and Supervisors Scott Marcellin regarding this issue. They are going to talk with Inyo County Counsel. No updates since. Gene also talked with Supervisor Trina Orrill about the issue and will be doing a field trip with her.

n. Bishop Tribe BCWA Membership?

On Hold

7. Watermaster Report

39 calls and 22 texts in January; 46 calls and 26 texts in February; The property at 352 Wildrose needs a ditch cleaned and the resident states that she is unable to do it. Gene said that BCWA can send her a letter notifying her of her responsibilities and that the work needs to be done. If she does not have the ditch cleared the BCWA may have to come in and do the work and bill her for it. Matt replied that resident claims she cannot afford to pay. The work would be significant due to level of debris and obstructions.

8. New Business

- a. Gene Coufal was unanimously elected as President for 2023; Mark Frumkin was unanimously elected Treasurer; LADWP agreed to continue as Secretary.
- b. Mark was unanimously approved to chair the Finance Committee; Merry was unanimously approved to chair the Water & Arbitration Committee.

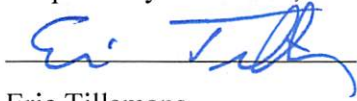
- c. The Board expressed their appreciation for Matt's responsiveness to members. A \$50/month pay increase was approved unanimously.

9. Next Monthly Board Meeting– The next monthly Board meeting will be held on April 11th, 2023, at 7:00 p.m.

10. Adjournment

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,



Eric Tillemans

Secretary

Bishop Creek Water Association

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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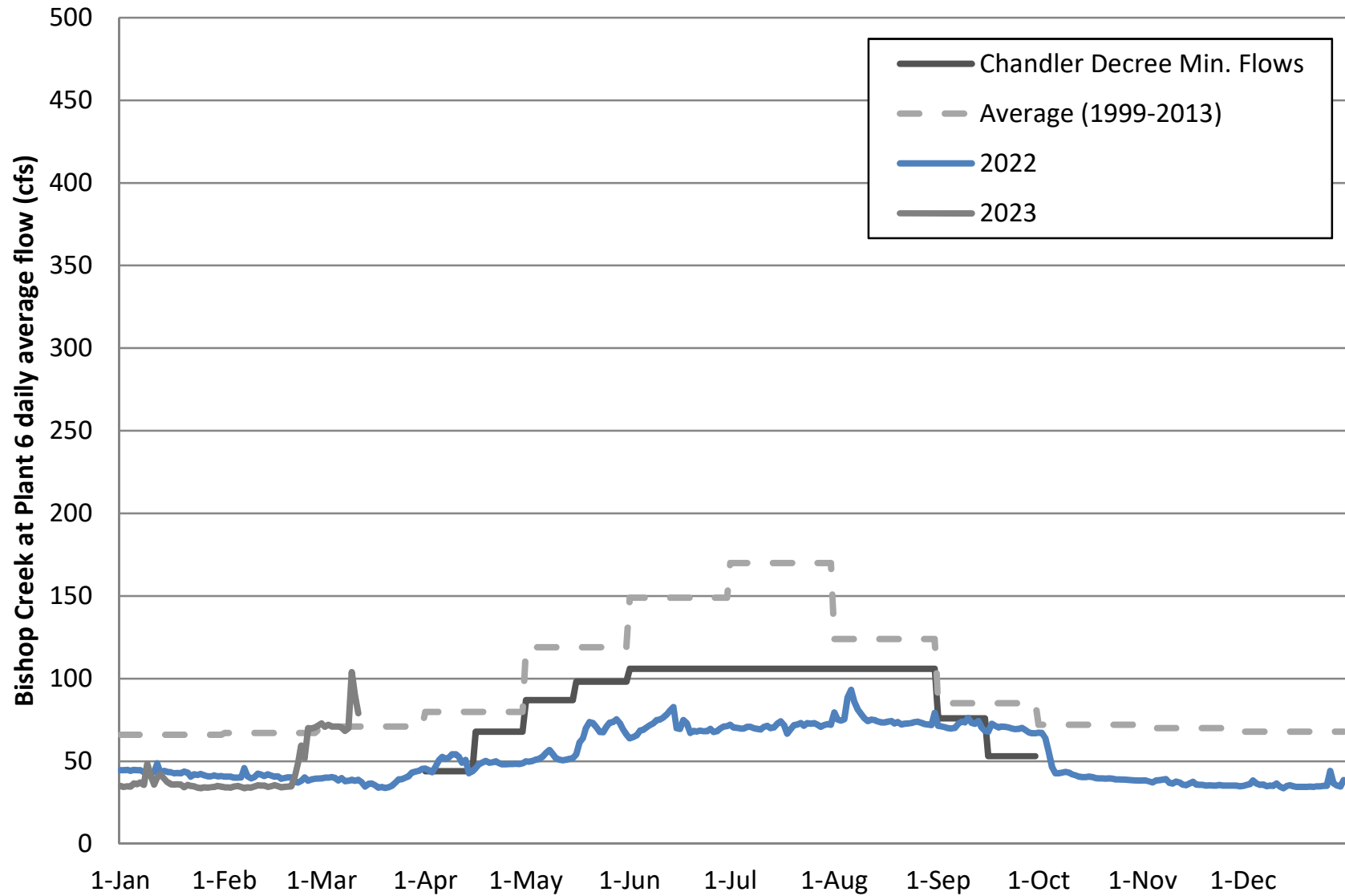
TOTAL BANK BALANCES - February 28, 2023		\$	61,499.78
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APPROVED 2023 BUDGET

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

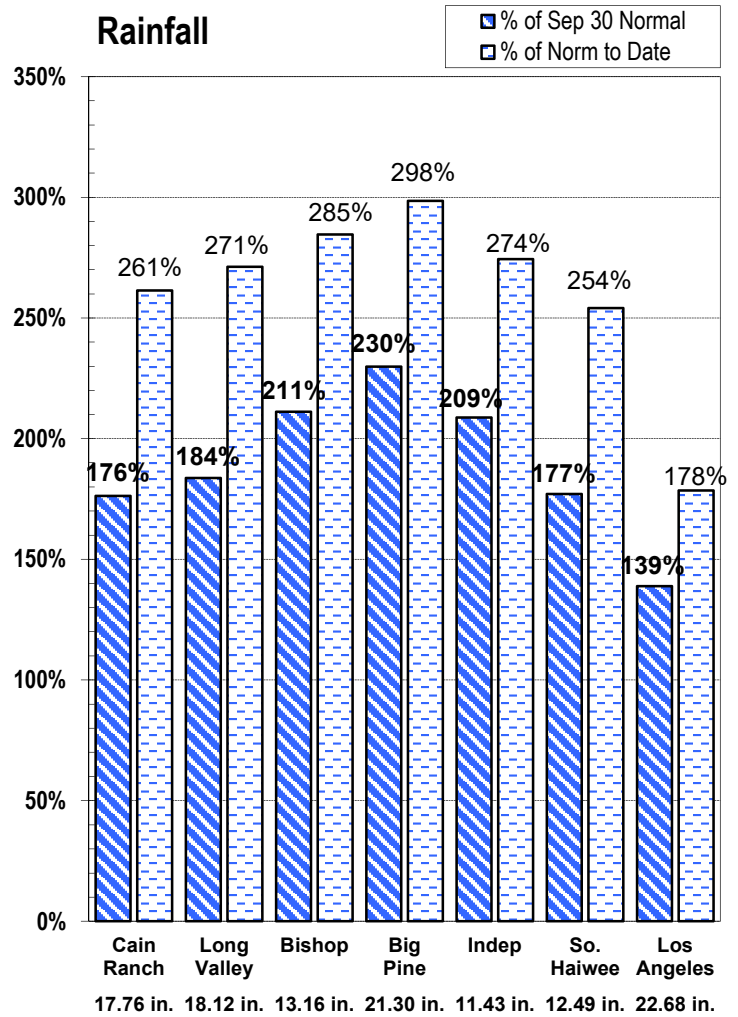
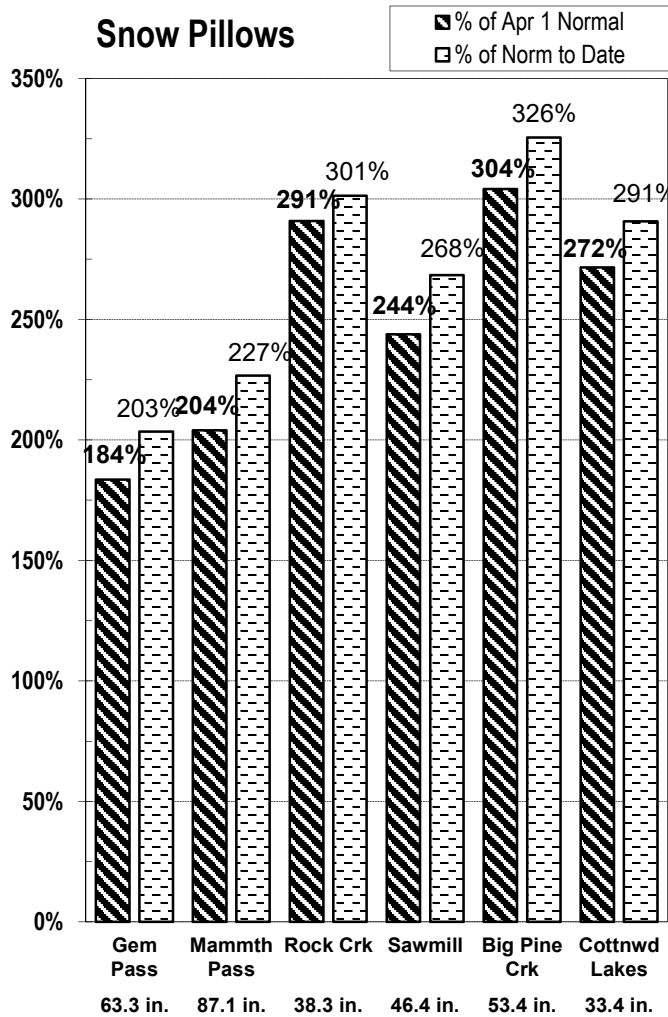
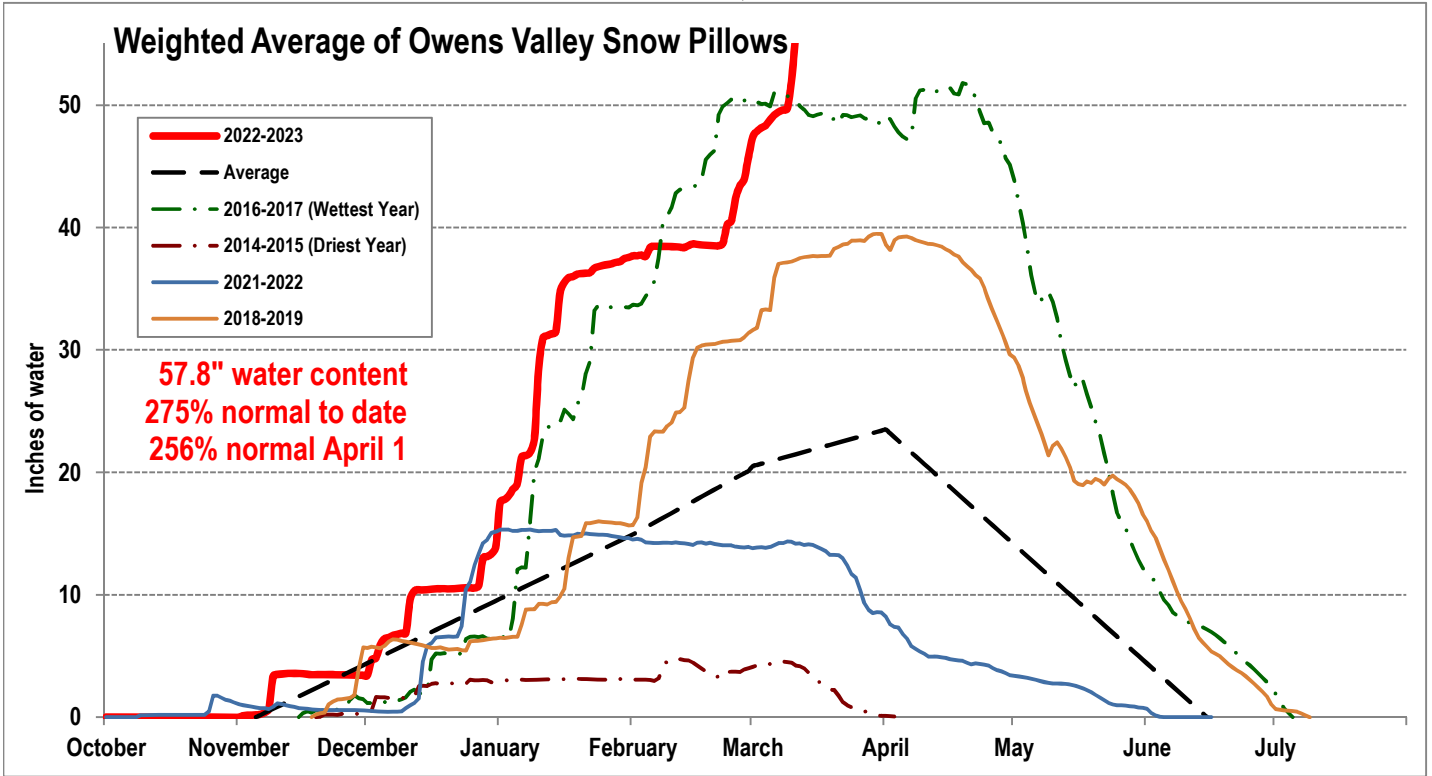
1/30/2023

Bishop Creek 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

Bishop Creek Water Association Monthly Meeting

Date 3/14/23

Attendance Sheet

Name	Address	Email
Merry Armstrong		
Mark Frumkin		
Chad Lammacchia		
Gene Coufal		
Matt Durkee		
Susan Kunze		
Daris Moxley		

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

MARCH 2023

CHECKING ACCOUNT BALANCE	\$	13,772.68
SAVINGS ACCOUNT BALANCE		<u>47,727.10</u>

TOTAL BANK BALANCES - February 28, 2023		61,499.78
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DEPOSITS:

Customer Deposits - Into Checking	\$	168.00
Customer Deposits - Into Savings		-
Workers Comp Refund		-
Interest Income		4.10
Transfer from Savings		<u>-</u>

TOTAL DEPOSITS		172.10
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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			75.42
Payroll Taxes - IRS			-
Payroll Taxes - State			-
Payroll Taxes - IRS Unemployment			-
USPS - PO Box Rent			-
Alex Printing			-
Cal Rural Water Insurance			5,837.00
State Fund Insurance			-
Holland & Allred - Quarterly Accounting			-
High Country Lumber			-
Brown's			-
Transfer to Savings			<u>-</u>

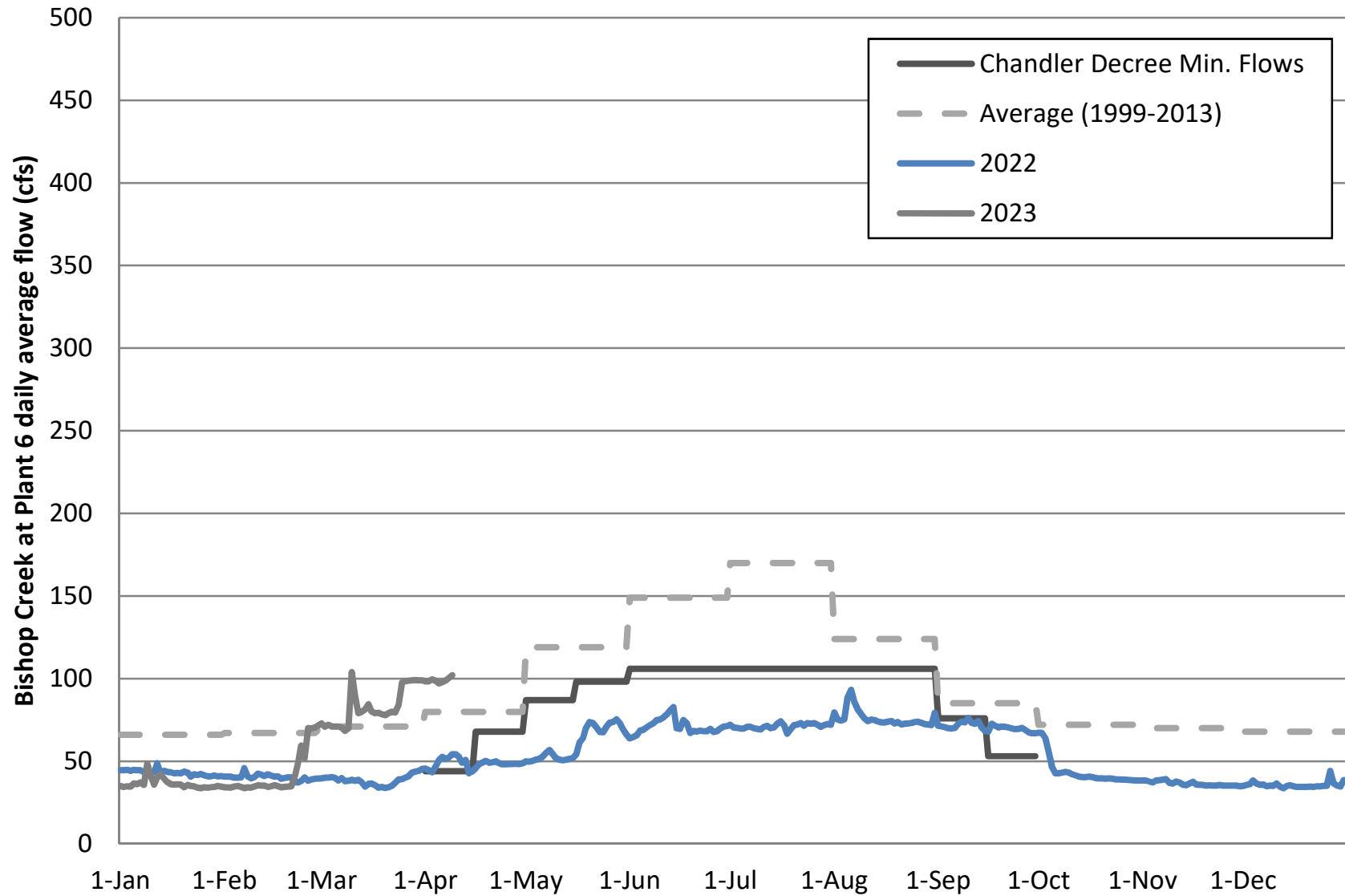
TOTAL CHECKS WRITTEN		<u>(8,159.40)</u>
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UNION CHECKING ACCOUNT	\$	5,781.28
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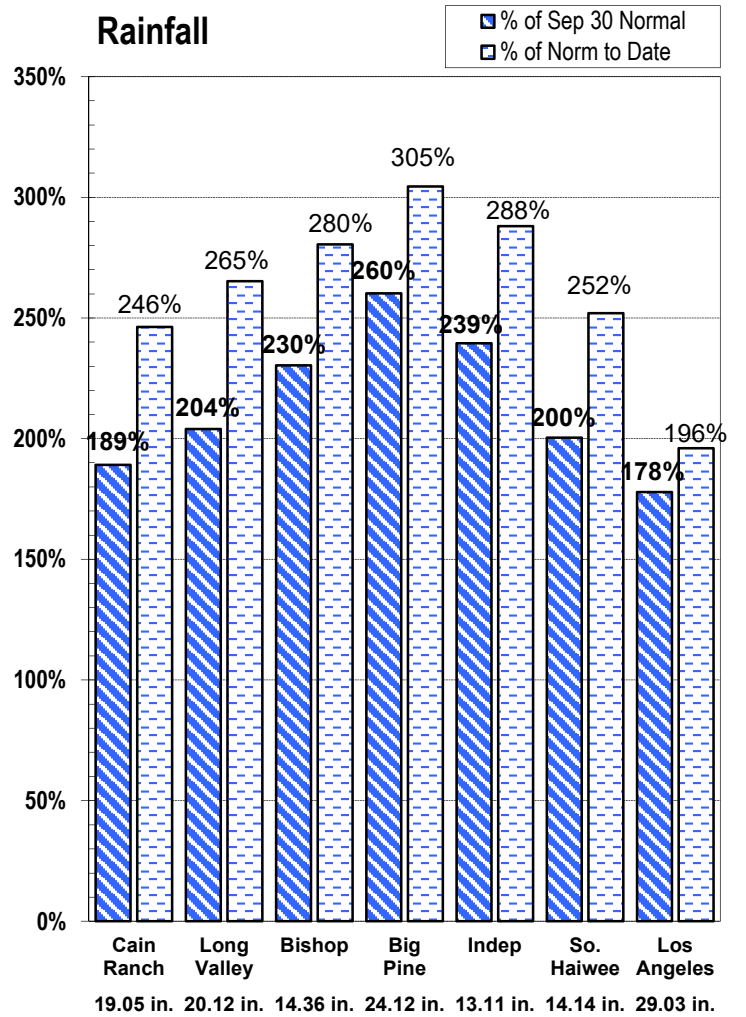
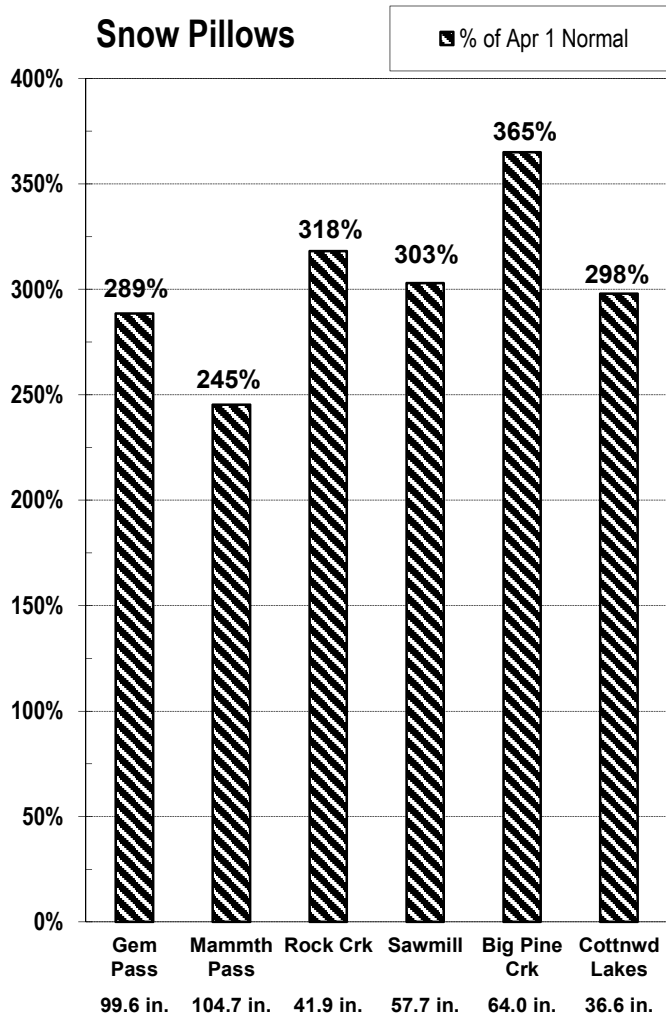
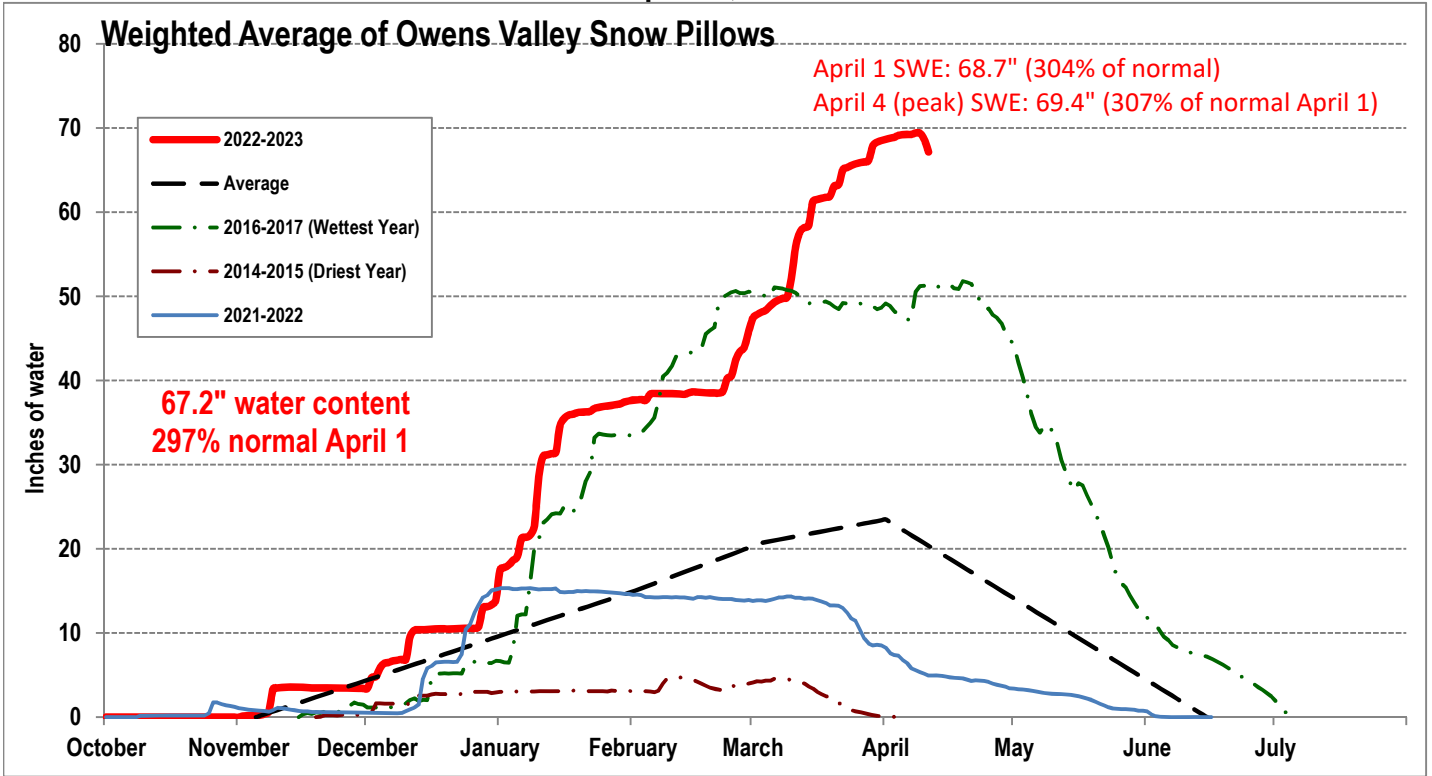
UNION BANK SAVINGS		<u>47,731.20</u>
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TOTAL BANK BALANCES - March 31, 2023	\$	53,512.48
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Bishop Creek Flows at Plant 6



EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS April 11, 2023



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

Customer Contact List

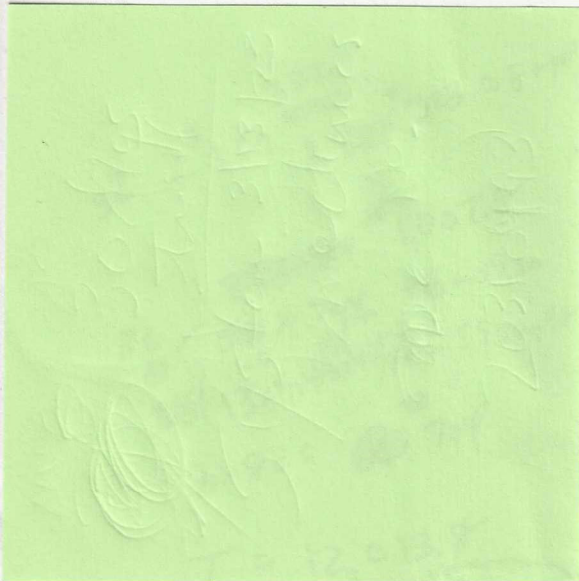
January 27, 2023

01/27/23

Balance Total

Account No.

301.40	11-040-10
48.00	11-180-13
264.00	11-020-07
264.00	11-120-09
264.00	11-320-62
220.00	11-420-10
88.00	11-370-06
682.40	11-370-04
4.00	11-070-05
4.00	11-070-33
956.40	11-320-36
220.00	11-420-03
264.00	11-110-39
44.00	11-280-43
4.00	11-460-10
956.40	11-320-40
4.00	11-320-73
44.00	11-100-08
44.00	11-191-01
4.00	11-020-46
360.40	11-110-14
44.00	11-080-13
301.40	11-090-25
4.00	11-170-06
88.00	11-410-18
220.00	11-110-10
44.00	11-320-29
44.00	11-460-18
88.00	11-320-64
4.00	11-470-19
44.00	11-270-15
44.00	11-170-19
113.40	11-060-34
88.00	11-192-06
4.00	11-090-33
235.40	11-080-40
4.00	11-080-09
4.00	11-080-10
4.00	08-140-33
485.40	11-120-04
301.40	11-060-22
301.40	08-140-20
301.40	08-140-37
44.00	10-314-06
44.00	08-111-10
44.00	11-460-16
220.00	11-080-36
748.40	11-320-67
59.80	11-280-55
128.00	11-280-12
264.00	11-280-71
176.00	08-140-32
88.00	11-070-48
88.00	11-120-52
335.40	01-230-03
44.00	11-290-57
224.00	11-110-60
4.00	11-340-32
44.00	11-060-04
176.00	11-060-42
176.00	01-171-14
224.00	10-314-02
44.00	11-440-15
44.00	11-080-08
4.00	08-101-14
335.40	11-180-44
44.00	11-191-17
88.00	11-020-44



Bishop Creek Water Association

Customer Contact List

January 27, 2023

Balance Total	Account No.
- 44.00	11-191-02
- 4.00	11-470-29
- 44.00	11-280-58
- 48.00	01-230-27
- 4.00	11-070-40
- 88.00	08-120-04A
132.00	11-120-34
180.00	08-140-41