

Bishop Creek Water Association

Monthly Board Meeting Agenda

January 9, 2023

7:00 pm

1. Opening and Introduction
2. Acceptance of the Monthly Board Meeting Summary for November 12, 2023
3. Approval of the November and December 2023 Financial Report
4. Discussion Regarding the Draft 2024 Budget
5. Bishop Creek Precipitation, Flow, and Storage Report
6. Old Business
 - a. Street Culverts:
 - i. Inyo County Road Department Policy regarding Plugged/Deteriorated Street Culverts (to be discussed in closed session)
 - ii. Role of BCWA in Blocked Street Culverts
 - iii. Culvert Obstructions/Blockages at:
 - o 3068 Laurel Rd.;
 - o McLaren Rd.;
 - o 2324 Wildrose Ln.; and
 - o Sarah Way
 - b. Ditch Relocation at NW corner of Carol Ln. (parcel no 011-510-27)
 - c. Water Rights Filing
 - d. Membership Reconciliation (mapping)
 - e. Collection of Past Due Assessments
 - f. Ditch Diversion Box Repair/Rebuild Project
 - g. Bishop Tribe BCWA Membership?
7. Watermaster Report
8. New Business
 - a. Nominating Committee
 - b. Other (by Board or members in good standing)
9. Next Meetings:
 - a. Annual Meeting – January 29, 2024, at 7:00 pm at GLCC
 - b. Monthly Board – March 12, 2024, at 7:00 pm
10. Adjournment

Bishop Creek Water Association
Annual Meeting Summary
December 12, 2023
7:00 pm
Meeting Conducted in Person and via Zoom

1. Opening and Introduction

BWCA meeting called to order 7:03 pm. Trustees in attendance: Gene Coufal, Mark Frumkin and Don Kunze. Trustees Eric Tillemans and Merry Armstrong were absent. Watermaster Matt Durkee was present and Tony Tillemans filled in as Secretary.

2. Acceptance of the Monthly Board Meeting Summary for November 14, 2023

The November 14th, 2023, meeting summary was accepted as written.

3. Approval of the November 2023 Financial Report

The financial report for November 2023 was tabled until next month. The customer deposits were short by \$100 and \$1,330.04 did not appear into checking account. Board will seek clarification from the bank.

4. Discussion Regarding 2024 Budget

The proposed budget has minor changes from last year but overall is nearly the same. Gene asked Mark to look into accounting costs and the see how the contract with Holland and Allred is structured. Mark will report back. Don inquired about the \$26,000 budgeted for improvement projects and Gene explained that it is not part of the operating expenses. It is a place holder for capital expenses. The draft budget will be presented at the January Board meeting for discussion.

5. Bishop Creek Precipitation, Flow, and Storage Report

SCE has been steadily reducing Bishop Creek outflow to get to wintertime flows.

6. Old Business

a) Street Culverts:

- a. Inyo County Road Department Policy regarding plugged/deteriorated street culverts: There is a meeting scheduled for 12/13/23 including Gene, Eric and County Supervisors/Staff. Gene mentioned letters being written to the County Board by other Community Service Districts. Gene will report back on this. Scott Marcellin talked about issues with culverts that extend past the county right of way and onto private property.
- b. Role of BCWA in Blocked Culverts: Gene stated that the BCWA is responsible for protecting water rights and delivering water, not clearing culverts, this is the responsibility of the overlying property owners. Gene suggested revisiting the issue after the meeting with the county.
- c. Culvert Obstructions/Blockages at:
 - i. 3068 Laurel Rd: Gene waiting to contact ESCD in hopes of combining work for clearing other culverts.
 - ii. Grandview Dr at 3011 Morningside Dr: Issue has been fixed. Neighborhood homeowners, working with the Watermaster were able to clear the culvert using the water systems hydrant water.
 - iii. 20209 So Mtn View Rd.: Jerry Core explained his view of the issue and stated that the issues are inside the culvert that is within the County right of way and not on private property. Also, Jerry proposed that the BCWA provide maps to Inyo/Mono Title so rights/obligations can be included in title reports. This way property owners can be made aware. Currently ditches are not included on title

reports. Gene explained to Jerry that it is the plan to provide Inyo/Mono Title with a set of the new maps once they are completed.

- iv. 2324 Wildrose Ln: this culvert will be cleared once we see the outcome of the meeting with the county.
- v. Sarah Way: This issue is due to operations by the property owner. Don will talk to the property owner.
- b) Gate Tampering at S/S Barlow Ln and Underwood Ln: Gene contacted Inyo County Sherriff's Office (File#2311170004) and provided photos of the tampering. Officer Guido contacted a person at the subject property. The owner contacted Gene and said they would take care of the tampering. Issue is resolved and will be removed from next month's Agenda.
- c) Ditch Relocation at NW corner of Carol Ln (parcel #011-510-27): No Change
- d) Water Rights Filing: On going. Gene contacted DWP and its in progress
- e) Membership Reconciliation (mapping): On going and the status report from Merry is forth coming.
- f) Collection of Past Due Assessments: On hold pending mapping
- g) Ditch Diversion Box Repair/Rebuild Project: Gene is still waiting on a response regarding funding.
- h) Bishop Tribe BCWA Membership: No change

7. Watermaster Report

Matt received 27 calls and 34 texts which mostly concerned blockages.

8. New Business

- a. None

9. Next Monthly Board Meeting– The next monthly Board meeting will be held on January 9th, 2024, at 7:00 p.m. at the Inyo County Board of Education Facility, Lozito Conference Center, 166 Grandview Dr., Bishop

10. Adjournment

The meeting was adjourned at 8:41 p.m.

Respectfully Submitted,



Eric Tillemans
Secretary
Bishop Creek Water Association

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

NOVEMBER 2023

USBANK CHECKING ACCOUNT	\$	11,900.94
USBANK SAVINGS ACCOUNT		40,250.36
USBANK TIME CERTIFICATE		10,000.00
USBANK TIME CERTIFICATE		<u>20,000.00</u>

TOTAL BANK BALANCES - October 31, 2023 82,151.30

DEPOSITS:

Customer Deposits - Into Checking	\$	1,330.40
Customer Deposits - Into Savings		-
Workers Comp Refund		-
Interest Income		145.81
Transfer from Savings		<u>-</u>

TOTAL DEPOSITS 1,476.21

CHECKS WRITTEN:

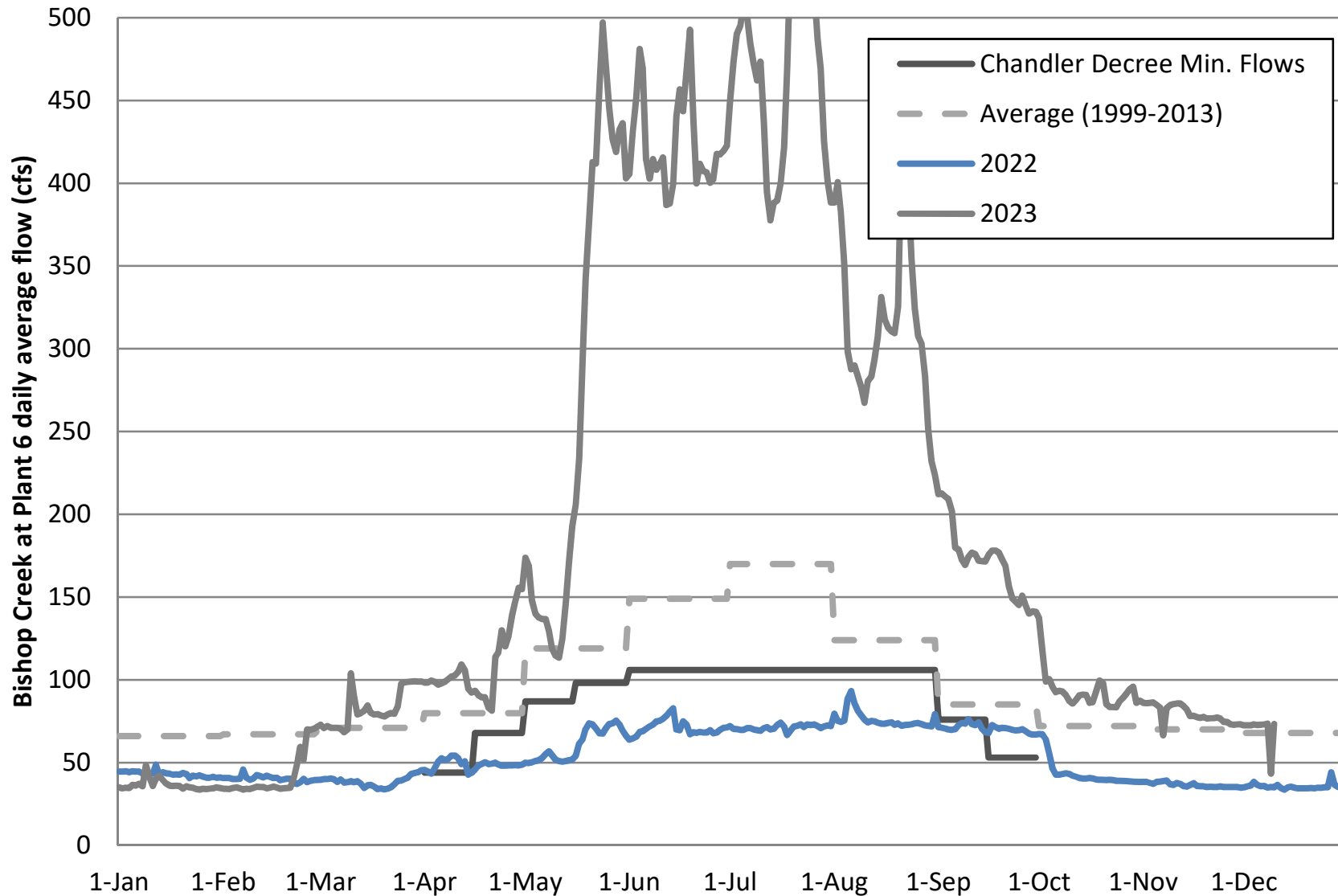
Water Master Pay -	921.35 x 2	\$	1,842.70
Truck Allowance -	225.00 x 2		450.00
Additional Pay - Vacation Time			-
Telephone			75.29
Payroll Taxes - IRS			-
Payroll Taxes - State			-
Payroll Taxes - IRS Unemployment			-
USPS - Stamps			-
Alex Printing			-
Cal Rural Water Insurance			-
State Fund Insurance			-
Holland & Allred - Quarterly Accounting			1,092.45
USBank - Service Charge			-
Transfer to Savings			<u>-</u>

TOTAL CHECKS WRITTEN (3,460.44)

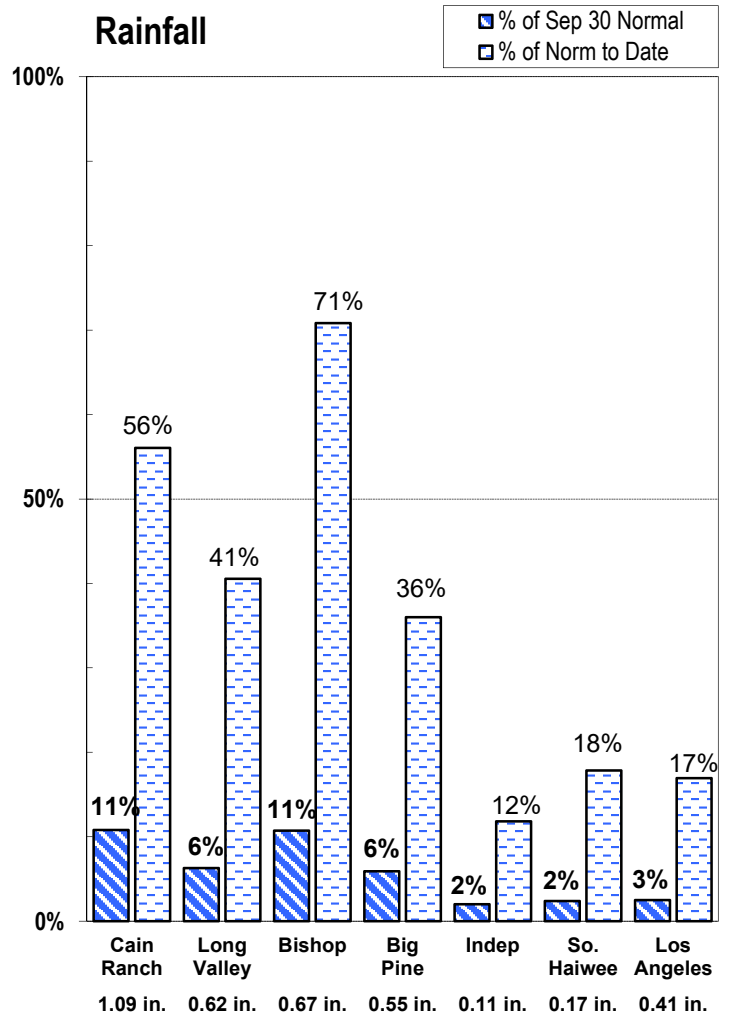
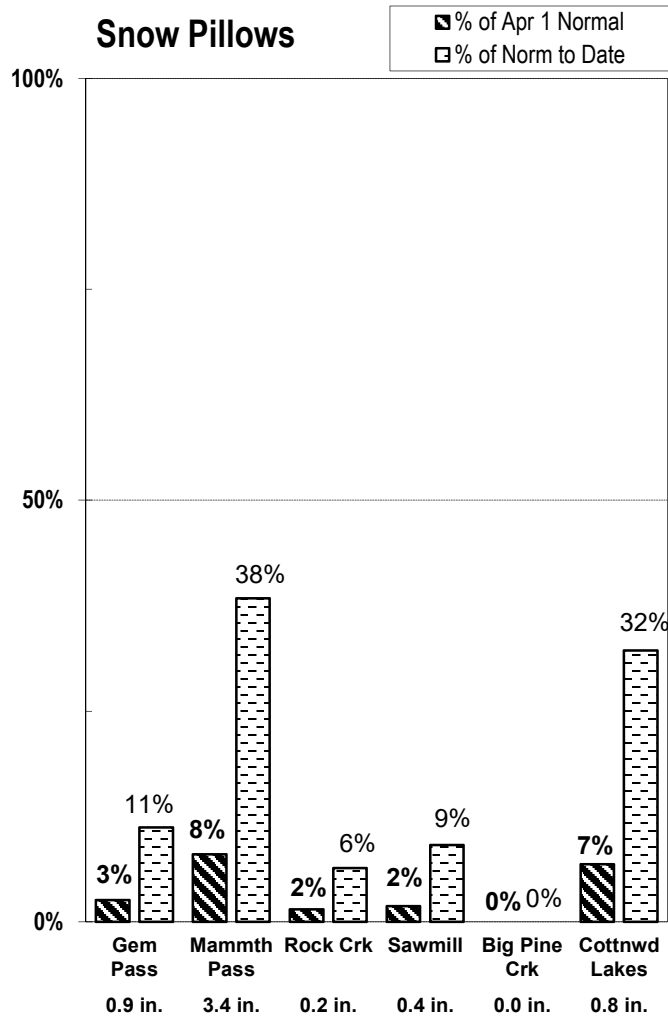
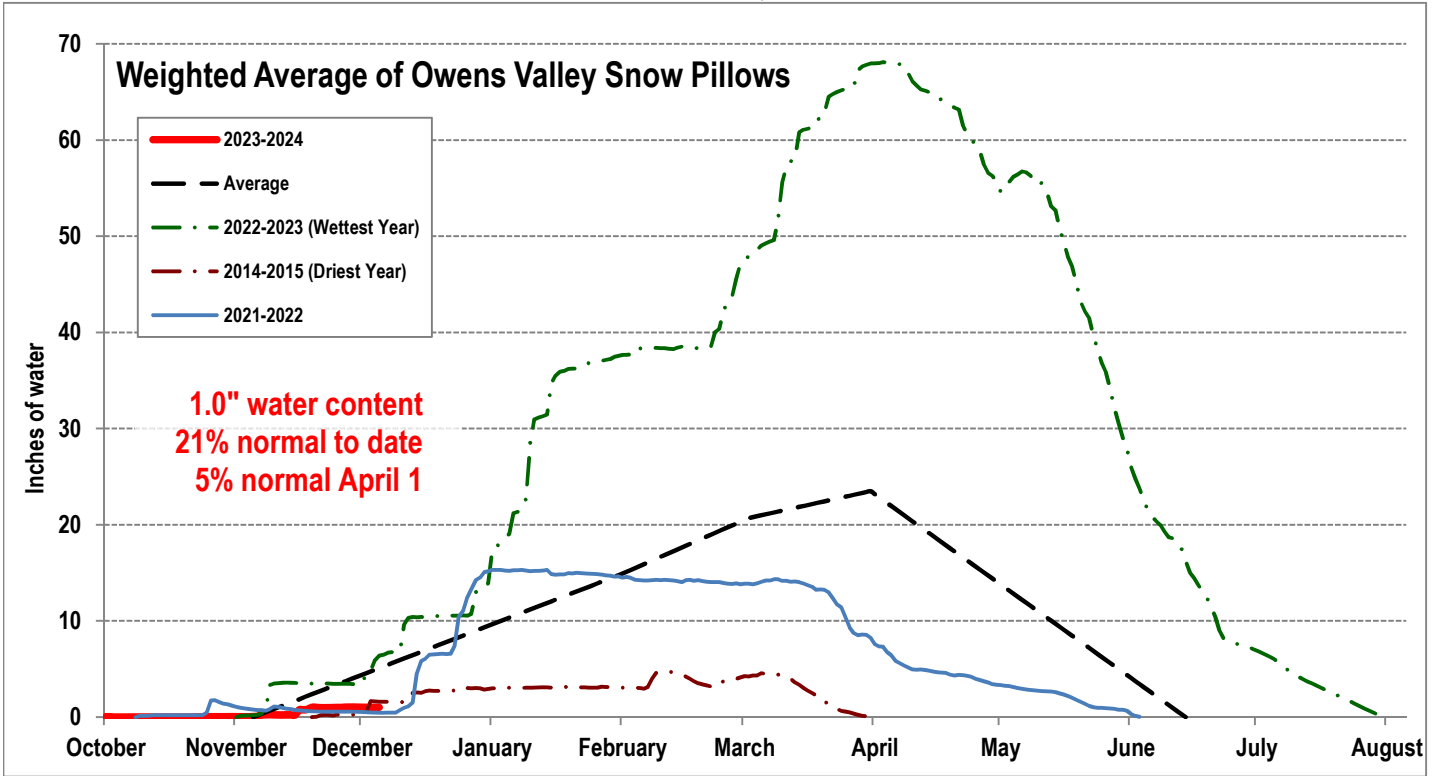
USBANK CHECKING ACCOUNT	\$	9,770.90
USBANK SAVINGS ACCOUNT		40,396.17
USBANK TIME CERTIFICATE		10,000.00
USBANK TIME CERTIFICATE		<u>20,000.00</u>

TOTAL BANK BALANCES - November 30, 2023 \$ 80,167.07

Bishop Creek Flows at Plant 6



EASTERN SIERRA CURRENT PRECIPITATION CONDITIONS December 5, 2023



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

Proposed 2024 Budget

INCOME	2021 Actual	2022 Actual	2023 Approved	2024 Proposed
Assessment Rates	\$40/\$2.90	\$40/\$2.90	\$40/\$2.90	\$40/\$2.90
Parcels	\$34,880.00	\$35,040.00	\$33,840.00	\$33,840.00
DWP (6473.16)	\$18,777.90	\$18,777.90	\$18,772.00	\$18,772.00
City of Bishop	\$580.00	\$580.00	\$580.00	\$580.00
John Deerter Highland Trailer Park (96)	\$278.40	\$278.40	\$278.00	\$278.00
Yaney LLC - Cottonwood Plaza (40.8)	\$244.00	\$120.00	\$282.00	\$282.00
Workers Comp. Refund	\$200.20	\$103.75		\$100.00
Culvert Repair Reimbursement				
Past Due Assessments	\$2,070.00	\$1,393.00	\$1,500.00	\$1,500.00
Late Fee Payment	\$519.78	\$581.40	\$400.00	\$400.00
Interest Income	\$29.41	\$25.67	\$30.00	\$1,200.00
Total Income	\$57,579.69	\$56,900.12	\$55,682.00	\$56,952.00
EXPENSES				
Watermaster Cost - Wage	\$22,185.96	\$21,356.88	\$24,250.00	\$26,250.00
Payroll Taxes	\$4,177.21	\$4,010.10	\$4,300.00	\$4,500.00
Workers Comp. Ins	\$2,202.93	\$2,262.53	\$2,400.00	\$2,400.00
Truck Allowance	\$4,800.00	\$5,050.00	\$5,400.00	\$5,700.00
Phone	\$965.55	\$792.53	\$750.00	\$800.00
Temp. Watermaster - wage	\$0	\$0.00	\$1,754.00	\$1,754.00
Accounting - Holland & Allred	\$3,550.32	\$3,569.48	\$3,420.00	\$3,650.00
Insurance CRWRMA	\$4,917.00	\$5,409.00	\$5,500.00	\$5,500.00
Printing	\$1,010.63	\$1,006.48	\$1,400.00	\$1,400.00
U.S.P.S.	\$641.00	\$704.00	\$900.00	\$900.00
Bank Service Charge	\$0	\$0.00	\$25.00	\$25.00
Website	\$0	\$980.00	\$450.00	\$500.00
Annual Board/Employes Dinner	\$0	\$0.00	\$1,100.00	\$1,100.00
Attorney Fees	\$390.00	\$1,500.00	\$5,000.00	\$5,000.00
Ditch cleaning & Gate repair	\$4,097.80	\$300.00	\$5,000.00	\$5,000.00
Security Camera		\$475.56		
Zoom	\$74.95	\$194.87	\$180.00	\$180.00
Improvement Projects	\$0	\$0.00	\$26,000.00	\$26,000.00
Steve Stevens (flowers)		\$100.00		
High Country Lumber		\$51.06		
TOTAL EXPENSES	\$49,013.35	\$47,762.49	\$87,829.00	\$90,659.00
YEAR END BANK BALANCE	\$60,538.63	\$62,724.38	\$30,577.38	

10/30/2023

SIERRA HIGHLANDS COMMUNITY SERVICES DISTRICT

P.O. BOX 782 • BISHOP, CALIFORNIA 93515

December 4, 2023

Scott Marcellin, Supervisor
Inyo County District 3
smarcellin@inyocounty.us

Re: Inyo County Culvert Policy

It has come to the Board's attention, that the Inyo County Road Department is taking the position that the Road Department is no longer responsible for the maintenance of neighborhood street culverts. Historically, Inyo County has maintained the culverts since they provide an essential part of street flood control. The catch-basins scattered throughout the area are, in most cases, directly linked to a culvert that conveys the water to a larger conveyance and eventually East to Department of Water and Power facilities. Case in point, the replacement of the culvert across Sierra Vista Way at Barlow Lane and repair of the culvert across Glenbrook Way and Barlow Lane that was undertaken by Inyo County Public Works. These projects were performed fairly recently, within the last 10 years. The responsibility of flood control, de-watering county roads, and maintaining safe road transportation has always been overseen by the County, as it is done in most other jurisdictions.

The argument that the primary function of the culverts is for the Bishop Creek Water Association is misleading in as much as, prior to the formation of the BCWA, most of the land that has been subdivided was originally used for agricultural businesses that were flood irrigated with the excess water conveyed through ditches and culverts. In addition, there are adverse impacts as a result of the position the County has taken that property owners, immediately upstream and downstream of a street culvert, are responsible for maintenance to the center of the street. It is not practical nor economical to have home owners (or contractors hired by them) excavate ditches, replace culverts, and backfill ditches to desired compaction, and then repave these areas.

This position directly affects the Sierra Highlands CSD as we own property at the corner of Barlow and Glenbrook with an adjoining culvert immediately downstream, making the District responsible for maintenance of that culvert. The District does not have the resources, the expertise, or the authority from our current insurance provider, to involve itself in the care and maintenance of such a structure. The District operates three (3) wells, two (2) hydro-pneumatic tanks, and a distribution system that provides reliable potable water to some 217 residences in West Bishop. Also, the District has a Board of five (5) Directors, a part-time General Manager and part-time Secretary, none of whom is equipped to evaluate the integrity of the culvert or to become involved in the unplugging or the cleaning of the culvert.

Inyo County Culvert Policy

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Of equal concern is the position stated by the County that adjacent property owners are responsible for clearing culverts to the center of the street. This position leads to the question: Is the individual property owner also responsible for the integrity of the paved street adjoining their parcel and replacement of the paving when necessary? We, as a Board, are of the opinion that it is County government's responsibility to provide flood control **and** maintain all structures, including catch-basins and culverts, necessary for effecting that purpose. Again, following precedent set in the past, the local government, i.e., Inyo County, is the agency with the capability and therefore, the responsibility to undertake this commitment.

Our community members have put trust in the District to provide reliable potable water year after year. Any distractions from our primary function, such as inspecting and maintaining culverts, would potentially impact our water delivery service. In addition, any costs and liability associated with this activity would further strain the District's financial resources, thereby seriously compromising the ability to supply and distribute water. The County has more information about these existing culverts and is better equipped to perform whatever maintenance is required.

In closing, the Board of Directors of SHCSD, on behalf of all their members, are registering a strong protest to Inyo County's position of making adjacent property owners responsible for the ongoing functional condition of a culvert. Our Board is available to meet with you for discussions and clarification.

Kindest Regards from the Board of Directors of the Sierra Highlands Community Services District,

Randall Van Tassell, President

John Beischel

John Camphouse

Duane Buchholz

Bruce Kingsbury



Randall Van Tassell, President
Sierra Highlands CSD

cc: Inyo County Board of Supervisors

District 1 Supervisor, Trina Orrill

torrill@inyocounty.us

District 2 Supervisor, Jeff Griffiths

jgriffiths@inyocounty.us

District 4 Supervisor, Jen Roeser

jroeser@inyocounty.us

District 5 Supervisor, Matt Kingsley

mkingsley@inyocount.us

BCWA President, Gene Coufal

nc3e@aol.com

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

NOVEMBER 2023

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Additional Pay - Vacation Time			-
Telephone			75.29
Payroll Taxes - IRS			-
Payroll Taxes - State			-
Payroll Taxes - IRS Unemployment			-
USPS - Stamps			-
Alex Printing			-
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BISHOP CREEK WATER ASSOCIATION FINANCIAL REPORT FOR THE MONTH

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TOTAL BANK BALANCES - November 30, 2023

DEPOSITS:

	\$	-
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TOTAL DEPOSITS

CHECKS WRITTEN:

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Payroll Taxes - IRS Unemployment			-
USPS - Stamps			-
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TOTAL CHECKS WRITTEN

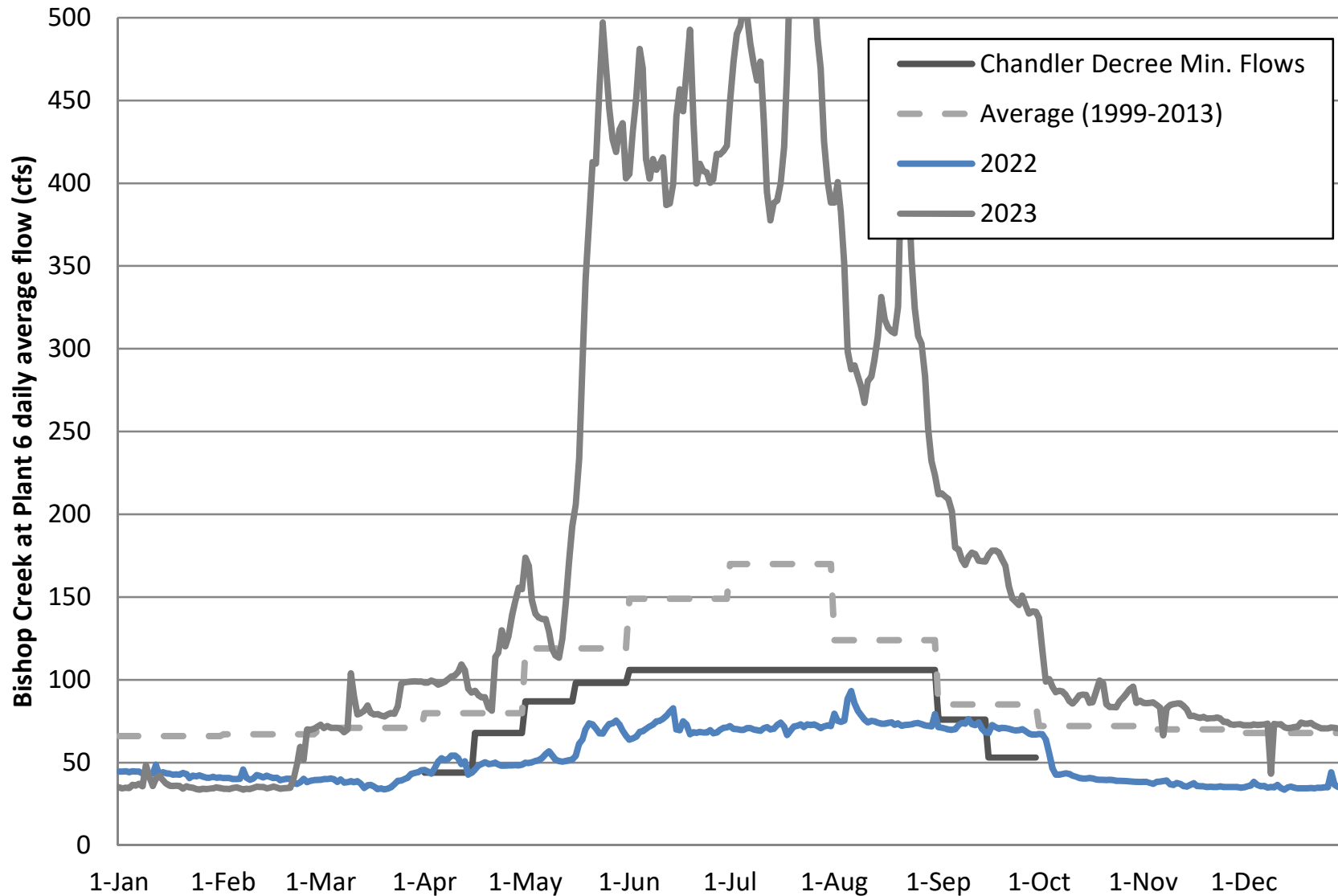
(2,369.10)

	\$	7,401.80
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\$ **77,797.97**

Bishop Creek Flows at Plant 6



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10/30/2023

Bishop Creek Water Association Customer Contact List January 9, 2024

Balance Total	Account No.
4.00	11-180-40
44.00	11-500-01
345.40	11-040-10
-40.00	11-290-59
-40.00	11-320-69
44.00	11-192-44
44.00	11-270-13
44.00	11-470-22
308.00	11-020-07
308.00	11-120-09
44.00	11-510-27
40.00	11-420-03
308.00	11-320-62
264.00	11-420-10
44.00	11-460-20
-4.00	11-192-32
132.00	11-370-06
726.40	11-370-04
4.00	11-110-11
-56.00	11-180-60
-56.00	11-040-12
44.00	11-020-29
44.00	08-111-06
-40.00	08-350-01
44.00	11-510-15
4.00	11-470-08
-60.00	11-070-21
44.00	10-290-02
308.00	11-110-39
4.00	11-120-33
1,000.40	11-320-40
-40.00	11-410-06
88.00	11-191-01
44.00	11-500-09
44.00	11-500-10
44.00	11-420-15
404.40	11-110-14
88.00	11-080-13
-40.00	11-260-20
-10.00	11-050-35
345.40	11-090-25
132.00	11-410-18
264.00	11-110-10
44.00	11-100-04
-10.00	11-192-30
-180.00	11-280-21
4.00	11-192-27
88.00	11-460-18
132.00	11-320-64
-40.00	11-430-44
44.00	11-120-45
44.00	11-250-14
88.00	11-170-19
157.40	11-060-34
132.00	11-192-06
44.00	11-090-40
179.40	11-080-40
44.00	11-180-28
4.00	11-180-46
44.00	11-031-25
-4.00	11-192-25
529.40	11-120-04
345.40	11-060-22
345.40	08-140-20
345.40	08-140-37
-40.00	11-031-22
88.00	11-460-16
-4.00	11-090-02

Bishop Creek Water Association Customer Contact List January 9, 2024

<u>Balance Total</u>	<u>Account No.</u>
44.00	11-170-09
834.00	11-080-39
264.00	11-080-36
792.40	11-320-67
59.80	11-280-55
172.00	11-280-12
308.00	11-280-71
220.00	08-140-32
132.00	11-070-48
132.00	11-120-52
379.40	01-230-03
44.00	11-340-34
268.00	11-110-60
4.00	11-340-32
220.00	11-060-42
44.00	01-020-01
-40.00	11-480-11
220.00	01-171-14
268.00	10-314-02
44.00	11-070-45
4.00	11-440-15
44.00	11-080-45
4.00	11-420-02
44.00	11-180-07
44.00	01-230-05
44.00	11-192-37
379.40	11-180-44
-16.00	11-191-17
132.00	11-020-44
44.00	11-470-31
44.00	11-191-02
-40.00	11-170-18
88.00	11-280-58
4.00	11-192-34
92.00	01-230-27
132.00	08-120-04A
4.00	11-170-12A
176.00	11-120-34
44.00	11-060-02
-40.00	11-180-14
44.00	11-180-30
224.00	08-140-41
44.00	11-110-31
44.00	11-300-13