

Bishop Creek Water Association  
Monthly Board Meeting Agenda  
October 14, 2025  
7:00 pm

1. Opening and Introduction
2. Acceptance of the September 9, 2025 Monthly Board Meeting Summary
3. Approval of the June, July, August and September 2025 Financial Reports
4. Bishop Creek Precipitation, Flow, and Storage Report
5. Watermaster Replacement
6. Old Business
  - a. Street Culverts:
    - i. Inyo County Road Department Position regarding Plugged/Deteriorated Street Culverts
    - ii. Culvert Obstructions/Blockage at 3068 Laurel Rd.
  - b. Leakage from Waterson Area Ditch onto LADWP
  - c. Tampering With Diversion Structure: SE corner Barlow and Underwood
  - d. Failing Check Structure in No. Fork of Bishop Ck at Vista Ditch
  - e. Ditch Relocation at NW corner of Carol Ln. (parcel no 011-510-27)
  - f. Water Rights Filing - attachment
  - g. Collection of Past Due Assessments
  - h. Ditch Diversion Box Repair/Rebuild Project
  - i. Bishop Tribe BCWA Membership?
7. Watermaster Report
8. New Business
  - a. Sierra Hwy widening project
  - b. Ditch Relocation at 671 Snow Creek - attachment
  - c. Other (by Board or members in good standing)
9. Next Monthly Board Meeting November 11, 2025, at 7:00 pm at GLCC
10. Adjournment

Bishop Creek Water Association  
Monthly Meeting Summary  
September 9<sup>th</sup>, 2025  
7:00 pm

**1. Opening and Introduction**

BWCA monthly Board meeting was called to order at 7:04 pm. Trustees in attendance: Gene Coufal, Mark Frumkin, Merry Armstrong Eric Tillemans and Don Kunze. Temporary Watermaster Matt Durkee was also present.

**2. Acceptance of the August 12<sup>th</sup>, 2025 Monthly Board Meeting Summary**

The August 12<sup>th</sup> monthly Board meeting summary was accepted as written.

**3. Approval of the June, July and August 2025 Financial Reports**

The Financial Reports for June, July and August were tabled until next month. There are still issues with bank totals.

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

Flows in creek have dropped significantly but SCE is still holding to Chandler Decree flows.

**5. Watermaster Replacement**

Interviews for the Watermaster position took place today and the board is hoping to have a replacement by the end of the month. Matt is filling in on a temporary basis.

**6. Old Business**

a. Street Culverts

- i. The Street Culvert MOU is still being worked on by both the BCWA Board and Inyo County.

ii. Culvert Obstruction/Blockages at:

- o Street culvert blockage at 3068 Laurel Rd is on hold, waiting for ICRD.

b. Leakage from Waterson Area Ditch unto LADWP: Matt will check on status.

c. Tampering with Diversion Structure: SE Corner of Barlow and Underwood: Matt will monitor the situation and report back.

d. Failing Check Structure in No. Fork of Bishop Ck at Vista Check: A signed letter agreement was sent the westerly adjacent property owners for their signature. The work on the check structure is planned be done this fall/Winter.

e. Ditch Relocation at NW Corner of Carol Ln (Parcel no 011-510-27): Matt will check on status.

f. Water Rights Filing: A draft of the water right filing paperwork was distributed to the Board for review. Gene reported that he was waiting on one piece of info and hopes to file in the coming month.

g. Collection of Past Due Assessments: No progress

h. Ditch Diversion Box Repair/Rebuild Project: nothing new to report.

i. Bishop Tribe BCWA membership? Nothing new to report.

**7. Watermaster Report**

Matt is working through a list of items provided by Mia that needed attention.

**8. New Business**

a. None

**9. Next Meetings**

a. The next monthly Board meeting will be held on October 14<sup>th</sup>, 2025, at 7:00 p.m. at the Inyo County Board of Education Facility, Lozito Conference Center (GLCC), 166 Grandview Dr., Bishop.

**10. Adjournment**

The meeting was adjourned at 7:46 p.m.

Respectfully Submitted,



Eric Tillemans

Secretary

Bishop Creek Water Association

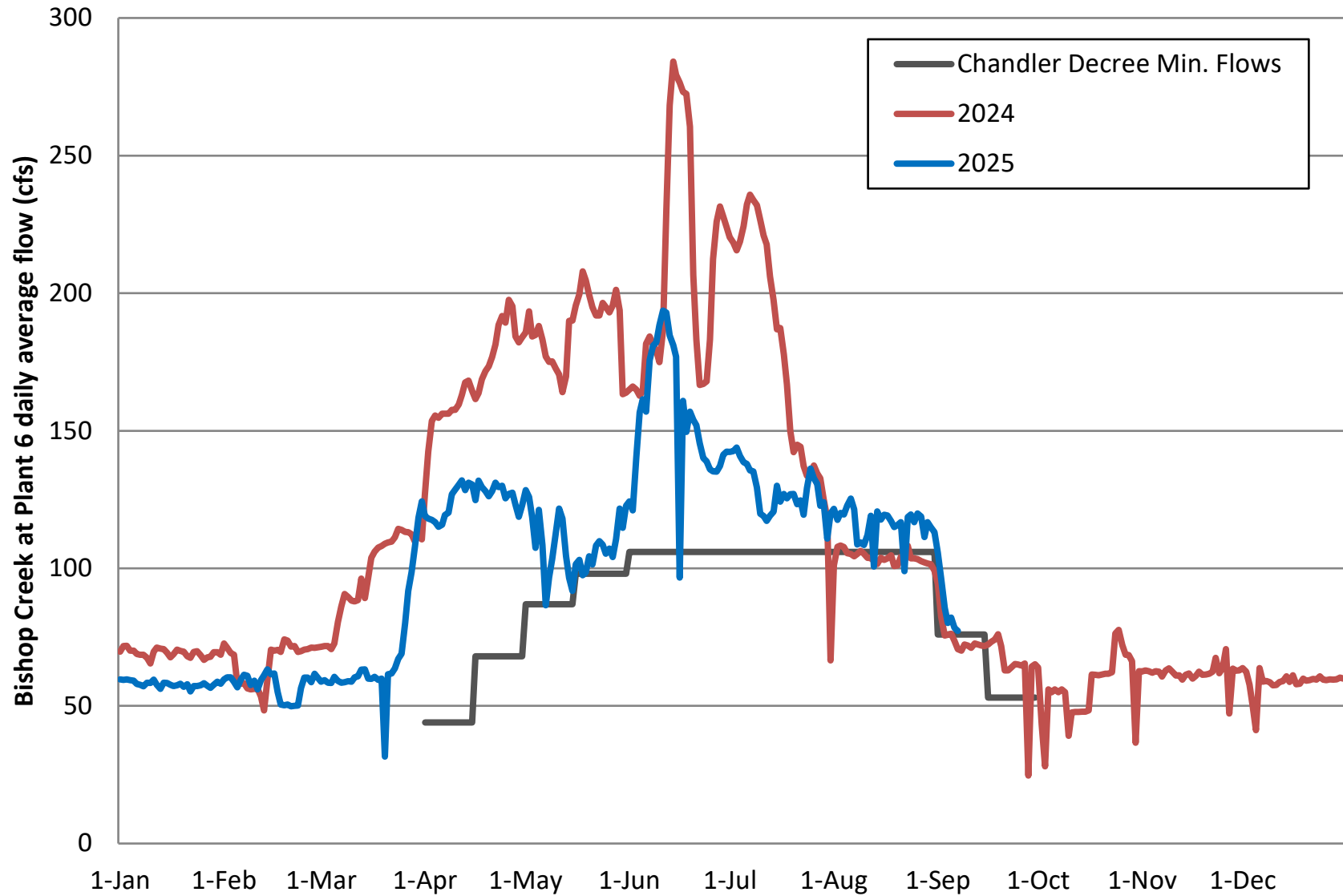
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Bishop Creek Water Association  
2025 Financial Report

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	YEAR
<b>BEGINNING SAVINGS BALANCE</b>	<b>74,736.54</b>	<b>74952.65</b>	<b>75148.38</b>	<b>60360.09</b>	<b>60528.99</b>	<b>73218.94</b>	<b>89347.56</b>						
<b>BEGINNING CHECKING BALANCE</b>	<b>10,878.86</b>	<b>6731.40</b>	<b>4131.96</b>	<b>16265.63</b>	<b>24257.62</b>	<b>20883.08</b>	<b>18143.11</b>						
 CUSTOMER DEPOSITS TO CHECKING WORKERS COMP REFUND	 392.00	 544.00		 19598.00									
CUSTOMER DEPOSITS TO SAVINGS					125787.50	16060.78	2288.00						
INTEREST INCOME TO SAVINGS	216.11	195.73	211.71	168.90	177.70	232.51	260.34						
<b>TOTAL DEPOSITS</b>	<b>608.11</b>	<b>739.73</b>	<b>211.71</b>	<b>19766.90</b>	<b>125965.20</b>	<b>16293.29</b>	<b>2548.34</b>						
TRANSFER FROM SAVING			15000.00										
<b>EXPENSES</b>													
WATERMASTER PAY	1927.82	1927.82	1880.67	1832.25	2605.02	1901.61	1736.68						
TRUCK ALLOWANCE	450.00	450.00	225.00	450.00	675.00	225.00	450.00						
WATERMASTER VACATION PAY	726.15												
WATERMASTER PHONE	81.09	81.07	81.03	81.05	80.84	80.84	95.78						
PAYROLL TAXES - IRS	1132.60			970.79			1274.20						
PAYROLL TAXES - STATE	120.87						209.33						
PAYROLL - TAXES UNEMPLOYMENT	100.93			177.67									
STATE FUND - WORKERS COMP INS.		578.05		327.75									
CAL RURAL SPECIAL DISTRICT INS.				6636.00									
HOLLAND & ALLRED CPA'S			673.13			664.85							
USPS - STAMP/ BOX RENT				657.00			210.00						
PRINTING						294.17							
LEGAL FEES		100.00											
WEBSITE & ZOOM							490.00						
Cal Rural Water Assoc - dues				265.00									
Misc.				202.00									
DITCH COLVERT FACILITY REPAIR/ MAINT.													
BANK CHARGES		6.50	6.50	6.50	72.75	170.77	6.50						
DINNER													
BROWN'S					7.18								
<b>TOTAL EXPENSES</b>	<b>4539.46</b>	<b>3143.44</b>	<b>2866.33</b>	<b>11606.01</b>	<b>3440.79</b>	<b>3337.24</b>	<b>4472.49</b>						
 <b>ENDING CHECKING BALANCE</b>	 <b>6731.40</b>	 <b>4131.96</b>	 <b>16265.63</b>	 <b>24257.62</b>	 <b>20883.08</b>	 <b>17545.84</b>	 <b>13670.63</b>						
<b>ENDING SAVING ACCT. BALANCE/CD'S</b>	<b>74,952.65</b>	<b>75,148.38</b>	<b>60360.09</b>	<b>60528.99</b>	<b>73218.94</b>	<b>89,347.96</b>	<b>91890.80</b>						
<b>TOTAL BANK BALANCE</b>	<b>81684.05</b>	<b>79280.34</b>	<b>76625.72</b>	<b>84786.6</b>	<b>94102.02</b>	<b>106893.80</b>	<b>105561.43</b>						
 <b>A/R</b>	 <b>0-30</b>	 <b>31 - 60</b>	 <b>61 - 90</b>	 <b>&gt;90</b>									
				<b>10371.80</b>									

9/7/25

## Bishop Creek Flows at Plant 6



# BISHOP CREEK WATER ASSOCIATION

Post Office Box 1273  
Bishop, California 93515

September 8, 2025

Mr. Philip W. McDowell  
420 North Mountain View Rd.  
Bishop, CA 93514

Dear Mr. McDowell,

This is in response to your letter on June 25, 2025, in which you questioned the Bishop Creek Water Association (BCWA) assessment billing you received for your parcel #011-050-44. Due to numerous discrepancies discovered in the BCWA's database, the BCWA conducted an extensive mapping effort over the last few years to rectify the discrepancies. Completed last year, the BCWA now has a database and maps that are consistent with Inyo County's Assessors map/database. The BCWA is now able to identify all parcels with ditches conveying Bishop Creek water.

The association is managed and operated under the BCWA Articles and By-Laws (a copy is available on the BCWA website, [www.bishopcreekwater.org](http://www.bishopcreekwater.org)). Membership is automatic by virtue of having Bishop Creek water on one's property (BCWA By-Laws, Article VII, Section 2) and is subject to the Articles and By-Laws of the BCWA. Association assessments are based on parcels (number and size). In your case, where multiple parcels are owned, and as applied in all similar cases, each parcel owned receives its own assessment at the individual parcel assessment rate, up and until, at the current rates, 16 acres or more are owned, after which the acreage rate is applied (BCWA By-Laws, Article I, Section 2). All but the large acreage owned property are entitled to one vote on water association matters for each parcel owned.

If you object to the assessment on parcel 011-050-44, there are currently two options that have been used by other members: 1) have adjacent parcels combined in to one parcel; or 2) put the water flowing on a parcel in a culvert; in this case the BCWA considers the parcel exempt from assessment because the water is not usable on the parcel.

BISHOP CREEK WATER ASSOCIATION  
Founded in 1897

# BISHOP CREEK WATER ASSOCIATION

Post Office Box 1273  
Bishop, California 93515

Hopefully, this explanation answers your question, and you can appreciate the consistent application of the BCWA rules. If you have any other questions or would like to discuss any of the above, you can communicate with us at the above address or you can call me or any other Board member at the phone numbers below. Or alternatively, the monthly Board meetings (see announcements and agendas/meeting packages on the BCWA website) are open to all members, and you are welcome to attend.

Sincerely,



Board of Trustees

Gene Coufal - President

Merry Armstrong

Don Kunze

Mark Frumkin

Eric Tillemans

c: BCWA Board Members

BISHOP CREEK WATER ASSOCIATION

Founded in 1897



# Bishop Creek Water Association Monthly Meeting

Date 9/9/2025

## Attendance Sheet

[illegible]

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

**SEPTEMBER 2025**

USBANK CHECKING ACCOUNT	\$ 9,841.67
USBANK SAVINGS ACCOUNT	96,128.87
USBANK TIME CERTIFICATE - Matured June 2nd	-
USBANK TIME CERTIFICATE - Matured September 23rd	-
	<hr/>
TOTAL BANK BALANCES - August 31, 2025	105,970.54

**DEPOSITS:**

Customer Deposits - Into Checking	\$ 681.00
Customer Deposits - Into Savings	-
State Fund Refund - Into Checking	-
Interest Income - Into Savings	-
Interest Income - Into CD	-
Transfer from Savings	-
	<hr/>

TOTAL DEPOSITS 681.00

**CHECKS WRITTEN:**

Water Master Pay 1,445.86 + 455.75 + 303.52	\$ 2,205.13
Truck Allowance - 225.00 x 2	450.00
Additional Pay - Severance Time	-
Telephone	95.78
Payroll Taxes - IRS	-
Payroll Taxes - State	-
Payroll Taxes - IRS Unemployment	-
USBank - Service Charge - Checking Account	6.50
USBank - Service Charge - Savings Account	-
Gene Coufal - Newspaper Ad	57.50
Holland & Allred - Quarterly Accounting	1,886.04
State Fund Insurance	-
Transfer to Savings	-
	<hr/>

TOTAL CHECKS WRITTEN (4,700.95)

USBANK CHECKING ACCOUNT	\$ 5,821.72
USBANK SAVINGS ACCOUNT	96,128.87
USBANK TIME CERTIFICATE	-
USBANK TIME CERTIFICATE	-
	<hr/>

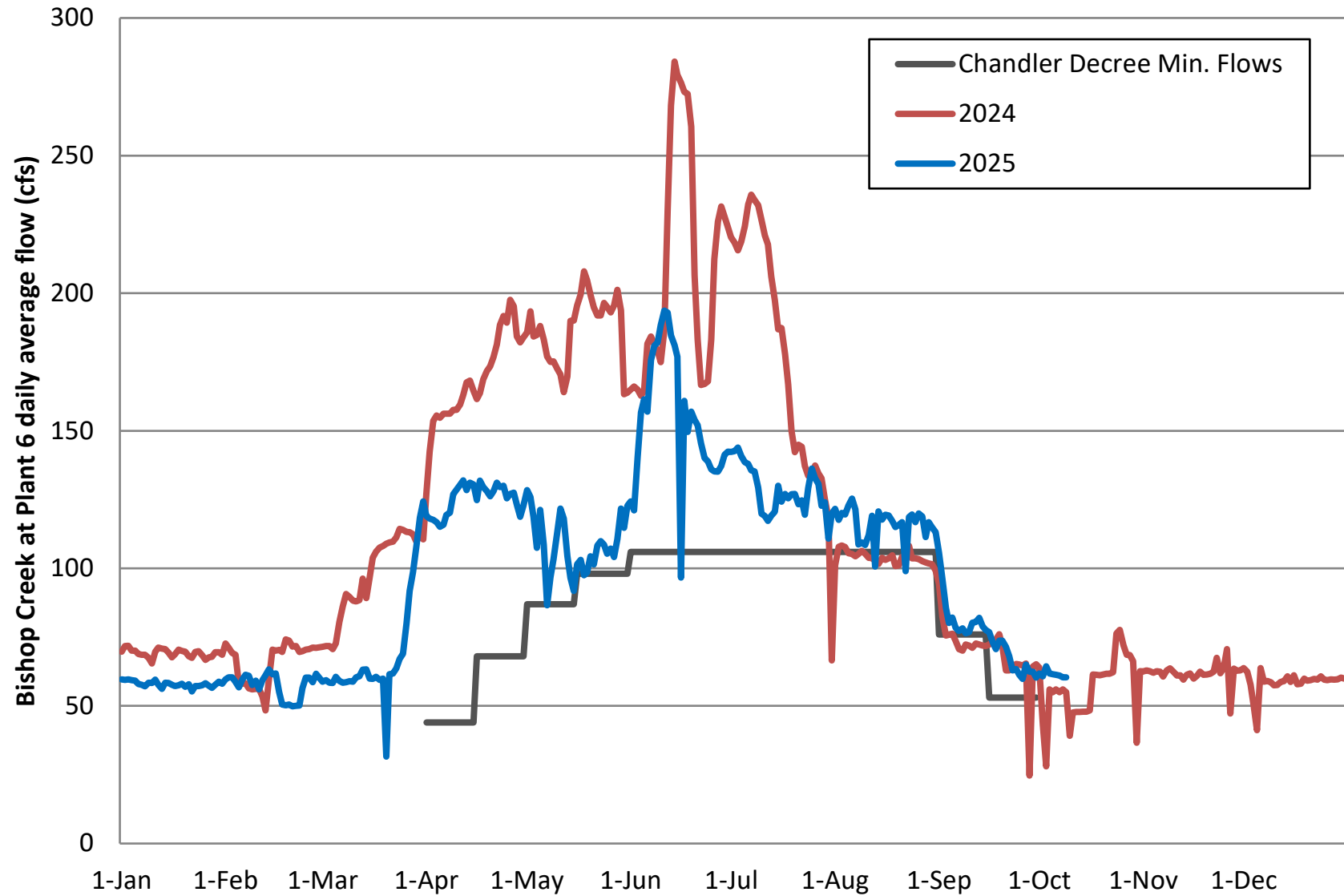
TOTAL BANK BALANCES - September 30, 2025 \$ 101,950.59

Bishop Creek Water Association  
2025 Financial Report

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BEGINNING CHECKING BALANCE	10,878.86	6731.40	4131.96	16265.63	24257.62	20883.08	18143.11	13670.62	11368.01				
CUSTOMER DEPOSITS TO CHECKING	392.00	544.00		19598.00				314.10					
WORKERS COMP REFUND													
CUSTOMER DEPOSITS TO SAVINGS					125787.50	16060.78	2288.00	4023.40	681.00				
INTEREST INCOME TO SAVINGS	216.11	195.73	211.71	168.90	177.70	232.51	260.34	272.92					
TOTAL DEPOSITS	608.11	739.73	211.71	19766.90	125965.20	16293.29	2548.34	4610.42	681.00				
TRANSFER FROM SAVING			15000.00										
EXPENSES													
WATERMASTER PAY	1927.82	1927.82	1880.67	1832.25	2605.02	1901.61	1736.68	1736.68	868.34				
TRUCK ALLOWANCE	450.00	450.00	225.00	450.00	675.00	225.00	450.00	450.00	225.00				
WATERMASTER VACATION PAY	726.15												
WATERMASTER PHONE	81.09	81.07	81.03	81.05	80.84	80.84	95.78	95.78	98.78				
PAYROLL TAXES - IRS	1132.60			970.79			1274.20						
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TOTAL BANK BALANCE	81684.05	79280.34	76625.72	84786.6	94102.02	106893.80	105561.42	107496.9					
A/R	0-30	31 - 60	61 - 90	>90									
				11579.52									

10/12/25

## Bishop Creek Flows at Plant 6



**State Water Resources Control Board**  
**DIVISION OF WATER RIGHTS**  
**INITIAL STATEMENT OF WATER DIVERSION AND USE**

A STATEMENT SHALL NOT ESTABLISH OR CONSTITUTE EVIDENCE OF A WATER RIGHT  
READ THE ATTACHED INFORMATION AND INSTRUCTION SHEET BEFORE COMPLETING THIS FORM  
FURTHER INFORMATION CAN BE FOUND IN WATER CODE, SECTIONS 5100-5107

**Diverter Information**

Diverter Name(s)			
Mailing Address	City	State	Zip
Phone Number	Email Address (if available)		

**Person Filing Statement**

(If different from diverter information above)

Person Filing Statement Name			
Mailing Address	City	State	Zip
Phone Number	Email Address (if available)		

**Land Owner Name**

Land Owner Name			
Mailing Address	City	State	Zip
Phone Number	Email Address (if available)		

**Mail Receiver:**

(Select one only)

Diverter	Person Filing Statement
----------	-------------------------

**Checklist for Submission of an Initial Statement of Water Diversion and Use**

Answer each question completely  
Attach map referenced in Section 4 with outline of Place of Use. Include Point of Diversion location if not identified in Section 3  
Sign and Date form

UPON COMPLETION OF THIS STATEMENT, ATTACH ALL SUPPORTING DOCUMENTATION AND MAPS AND MAIL TO:

**State Water Resources Control Board**  
**Division of Water Rights**  
**PO Box 2000**  
**Sacramento, CA 95812-2000**

Or email to

**DWR-statements@waterboards.ca.gov**

Additional copies of this form, instructions on how to complete this form, and water right information can be obtained at  
[http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/diversion\\_use/](http://www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/).

Revised June 2017

## Initial Statement of Water Diversion and Use

Page 2 of 4

**Section 1: Type of Claim**

(Select all that apply to the type of claim(s) under which you are diverting water)

Riparian	Pre-1914	Court Decree*	Pending Appropriative Application*	Pueblo	Other*: _____
----------	----------	---------------	------------------------------------	--------	---------------

\*If you checked Court Decree, Pending Appropriative Application, or Other, list the Decree Number, Application ID Number or Status or provide an explanation

List any related existing water rights, if applicable (e.g. Appropriative Water Right ID: A012345)

**Section 2: Water Course Description**

Water Course Name at the Point of Diversion (POD)

Water Course is tributary to

**Section 3: Point of Diversion and Legal Land Description**

Provide the location of the POD using one of the following methods (check one box and enter data if applicable)

Latitude/Longitude Measurements: Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

California Coordinate System (NAD1983) North: \_\_\_\_\_ East: \_\_\_\_\_ Zone: \_\_\_\_\_

USGS Topographic Map with Point of Diversion labeled on map (if checked, map must identify Point of Diversion)

Assessor's Parcel Number (APN) where Point of Diversion is located (if APN has been assigned)

County

Provide Public Land Description to nearest 40 acres (if assigned)

\_\_\_\_\_ ¼ of the \_\_\_\_\_ ¼ of Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ B&amp;M \_\_\_\_\_

**Section 4: Place of Use Description**

(Check boxes indicating each map to be provided)

Identify the location of the place of use on a specific United States Geological Survey (USGS) Topographic Map, or County Assessor's parcel map or any other maps with identifiable landmarks. If assigned, provide the public land description to the nearest 40-acre subdivision and the assessor's parcel number.

USGS Topographic Map

County Assessor's Parcel Map

Map with identifiable landmarks

Provide a general description of the area in which the water was used (e.g. Domestic water supply for house, and irrigated crops, campground, etc.)

Assessor's Parcel Number(s), where the water was used (if APNs have been assigned)

**Section 5: Purpose of Use Description**

(Select all that apply)

Irrigation  
Number of acres:Domestic  
Maximum number of persons served:Stock watering  
Number and type of stock:Other  
Explain:

## Initial Statement of Water Diversion and Use

Page 3 of 4

**Section 6: Special Use**(If you have selected Yes to the question below, please fill out **Special Use Attachment** at the end of this form)

During the previous water year, were you using any water diverted under this statement for the cultivation of cannabis?

Yes

No

**Section 7: Diversion Works Description**

Name of Diversion Works, if you wish to name (e.g. Bob's Pump)

Year in which diversion began, to the best of your knowledge. (Specify single year)

Type of Diversion Facility. (Select one only)\*

\*A separate Initial Statement of Water Diversion and Use must be filed for EACH diversion

Gravity

Water Course Pump

Well Pump

Other: \_\_\_\_\_

**Direct Diversion Information**

Do you directly divert water?

(Direct refers to water taken and used immediately)

If Yes, identify Direct Diversion Works flow rate and Unit

Yes

No

Rate: \_\_\_\_\_

Cubic Feet per Second

Gallons per Minute

Gallons per Day

**Storage Diversion Information**

Do you divert to storage?

(If no, skip to Section 8)

If Yes, identify type of Storage

Yes

No

On-stream Storage (if on-stream, fill in Subsection A below)

Off-stream Storage (if off-stream, fill in subsections A and B below)

(A) Capacity of Storage Tank(s) or Reservoir identified in Acre-Feet or Gallons

Quantity: \_\_\_\_\_

Gallons

Acre-Feet

(B) Maximum Diversion Rate of Storage Diversion Works

Rate: \_\_\_\_\_

Cubic Feet per Second

Gallons per Minute

Gallons per Day

**Section 8: Quantity of Water Diverted**

(Provide the quantity of water diverted each month of the prior water year for all purposes)

Data being provided for water year: \_\_\_\_\_

Measurement provided in:

Gallons

Acre-Feet

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total

**Section 9: Maximum Rate of Diversion per month**

(If data is available)

Data being provided for water year: \_\_\_\_\_

Measurement provided in:

Cubic Feet  
per SecondGallons per  
MinuteGallons  
per Day

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep

**Section 10: Recent Water Use**

Provide data of annual water use in recent years

Minimum: \_\_\_\_\_

Gallons

Acre-Feet

Maximum: \_\_\_\_\_

Gallons

Acre-Feet

**Section 11: Water Conservation Efforts/Conjunctive Use**

(Answer only fields applicable to your diversion)

Are you currently employing any methods of water conservation?	Yes	No
--	-----	----

If Yes, describe any water conservation efforts in use:	
---	--

Are you now or have you been using reclaimed water from a wastewater treatment facility, desalination facility or water polluted by waste to a degree that unreasonably affects such water for other beneficial uses?	Yes	No
---	-----	----

Are you using groundwater in lieu of surface water?	Yes	No
---	-----	----

**Section 12: Water Diversion Measurement**

As a diverter, you may be required to measure your diversion rate and use of water. Details on your obligation to measure diversions are located at [http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/diversion\\_use/water\\_use.shtml](http://www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/water_use.shtml) or in the instructions at the end of this form on page 5 of 5.

I have reviewed the measurement requirements; I certify that I understand and will comply with the measurement regulations. (Initial here to certify)

Based on the measurement regulations, check the appropriate box below:

I am **required** to measure as of the date this form is submitted

I am **not required** to measure as of the date this form is submitted

Additional information regarding measurement of diversions

- If you are required to measure your diversion, you will need to provide information about your measurement device, the accuracy of your device, method of installation and other questions on a supplemental statement of water diversion and use during the next water year. Samples of questions regarding measurement for supplemental statements are located at [http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/ewrims/docs/statement.pdf](http://www.waterboards.ca.gov/waterrights/water_issues/programs/ewrims/docs/statement.pdf)
- If you have or will be cultivating cannabis, measurement of your diversions and storage will be required in accordance with the Cannabis Cultivation Policy (Policy), which is currently under development. Updates on the Policy are located at [http://www.waterboards.ca.gov/water\\_issues/programs/cannabis/cannabis\\_water\\_rights.shtml](http://www.waterboards.ca.gov/water_issues/programs/cannabis/cannabis_water_rights.shtml)

**Section 13: Signature**

I declare that the information in this report is true to the best of my knowledge and belief.

THE STATE WATER RESOURCES CONTROL BOARD MAY RELY ON THE NAMES AND ADDRESSES ON THIS DOCUMENT FOR MAILING NOTICES REGARDING PROCEEDINGS BEFORE THE BOARD. (Wat. Code, §5106, subd. (b)(1).)

SUPPLEMENTAL STATEMENTS OF WATER DIVERSION AND USE SHALL BE FILED ANNUALLY, BEFORE JULY 1 OF EACH YEAR OR IF THERE IS A CHANGE IN THE NAME OF ADDRESS OF THE DIVERTER. (Wat. Code, §5104.)

THE MAKING OF A WILLFUL MISSTATEMENT ON A STATEMENT OF WATER DIVERSION AND USE IS A MISDEMEANOR PUNISHABLE BY A FINE NOT EXCEEDING \$1,000 OR BY IMPRISONMENT IN THE COUNTY JAIL FOR UP TO SIX MONTHS, OR BOTH. THE BOARD MAY IMPOSE CIVIL LIABILITY UPON A PERSON WHO KNOWINGLY MAKES A MATERIAL MISSTATEMENT ON THIS FORM (Wat. Code §5107.)

Signature: _____	Date: _____
------------------	-------------

Printed Name: _____
---------------------

(first name)

(middle name)

(last name)



**State Water Resources Control Board**  
**DIVISION OF WATER RIGHTS**  
**INITIAL STATEMENT OF WATER DIVERSION AND USE**  
**SPECIAL USE ATTACHMENT**

This attachment is for additional information related to the special use of diverted water for cannabis cultivation, and must be attached to the Statement of Water Diversion and Use form for the claimed right under which water was diverted.

Cannabis Cultivation Information												
(This section should only be filled out if Yes was selected in <b>Section 6: Special Use</b> regarding the prior year usage of diverted water for cannabis cultivation)												
Subsection 1: Special Use												
Provide the water year associated with reporting under this water right: 20__												
Provide the total amount of water used under this water right for cannabis cultivation during the water year      Quantity_____      Gallons      Acre-Feet												
Subsection 2: Cultivation Size and Lighting Conditions												
Provide the APN(s) for all parcel(s) where cannabis is cultivated with water used under this right:												
Provide the amount of cannabis cultivated under this water right during the water year by lighting condition type.												
	Indoor	Outdoor	Mixed Light									
Cultivated canopy size in square feet				Square Feet								
Total number of plants harvested during the water year				Plants harvested								
Number of Harvests				Harvests								
Subsection 3: Watering Method												
Check all irrigation methods that have been used to cultivate cannabis? (Check all that apply)												
Hand water	Drip/micro-spray irrigation				Flood Irrigation							
Row Irrigation	Other:_____											
Subsection 4: Commercial Use												
Is your cultivation of cannabis a commercial cannabis activity?      Yes      No												
If you intend to apply for a license under California Department of Food and Agriculture's Medical Cannabis Cultivation Program, your response will help the State Water Board to efficiently coordinate with the California Department of Food and Agriculture to verify your water source as required under Business and Professions Code section 19332.2.												
Subsection 5: Quantity of Water Diverted for the Purpose of Cannabis Cultivation												
Provide monthly diversion data specific to the cultivation of cannabis. If this is the same data as identified in the Initial Statement of Water Diversion and Use: Section 8: Quantity of Water Diverted, check this box      and leave the rest of this subsection blank.												
Data being provided for water year:_____      Measurement provided in:      Gallons      Acre-Feet												
Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total

**State Water Resources Control Board**  
**DIVISION OF WATER RIGHTS**  
**INITIAL STATEMENT OF WATER DIVERSION AND USE**  
**SPECIAL USE ATTACHMENT INSTRUCTIONS**

The Special Use Attachment is required to be completed and submitted along with the Initial Statement of Water Diversion and Use by any diverters that use water for cannabis cultivation. The following instructions provide a basic description of the information requested on the Special Use Attachment.

**1. Special Use**

Indicate the year for which you are reporting (typically the previous water year as marked on the Initial Statement of Water Diversion and Use Section 8). Provide the total amount of water used under this water right and irrigated area of cannabis cultivation during the prior water year.

**2. Cultivation Size and Lighting Conditions**

Complete this section with the requested information regarding the cultivation canopy size, number of plants harvested during the water year, and number of harvests. If there are multiple cultivation areas, provide the totals for all cultivated areas in this section. Use the following definitions to help determine the cultivation lighting methodology:

**Lighting Condition Definitions:**

**Outdoor** - 'Outdoor' should be selected for cultivation that does not use any artificial lighting.

**Indoor** - 'Indoor' should be selected for cultivation that uses artificial lighting exclusively.

**Mixed Light** - 'Mixed Light' should be selected for cultivation that uses a combination of natural and artificial lighting.

**3. Watering Method**

Provide the irrigation method(s) that were used to cultivate cannabis. If other methods were used, explain in the box provided.

**4. Commercial Use**

Indicate whether the cultivation of cannabis is for a commercial cannabis activity.

**5. Quantity of Water Diverted for the Purpose of Cannabis Cultivation**

Provide the quantity of water used for each month in the year you are reporting. If you did not divert water in a particular month, enter "0". Beginning January 1, 2012, monthly measurement records of water diversion must be made using the best available technologies and best professional practices.

**Additional Definitions:**

**Cultivation-** 'Cultivation' means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of medical cannabis. (Bus. & Prof. Code, § 19300.5, subd. (k).)

**Cannabis-** 'Cannabis' means all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. 'Cannabis' also means the separated resin, whether crude or purified, obtained from cannabis. 'Cannabis' also means marijuana as defined by Section 11018 of the Health and Safety Code as enacted by Chapter 1407 of the Statutes of 1972. 'Cannabis' does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. For the purpose of this chapter, 'Cannabis' does not mean 'industrial hemp' as defined by Section 81000 of the Food and Agricultural Code or Section 11018.5 of the Health and Safety Code. (Bus. & Prof. Code, § 19300.5, subd. (f).)

**Total Amount of Water Used Under this Water Right-** Water Code Sections 1840(c)(4) and 5103(f)(2) require a person who diverts water to report the amount of water used for cannabis cultivation.

**Total Irrigated Acreage-** California Code of Regulations, title 23, sections 920(c)(8)(A), 925(c)(3)(A), and 929(c)(3)(A) require a person who files a supplemental statement of water diversion and use or files an annual report for a permit or license to provide the purpose(s) for which water was diverted and used including irrigation crop type and acreage.

**Commercial Cannabis Activity-** A 'Commercial Cannabis Activity' includes cultivation, possession, manufacture, processing, storing, laboratory testing, labeling, transporting, distribution, delivery, or sale of medical cannabis or a medical cannabis product. (Bus. & Prof. Code, § 19300.5, subd. (j)).

**State Water Resources Control Board**  
**DIVISION OF WATER RIGHTS**  
**INITIAL STATEMENT OF WATER DIVERSION AND USE**  
**INSTRUCTIONS**

California law requires each person or entity that diverts and uses surface water to file a Statement of Water Diversion and Use (Statement) with the State Water Resources Control Board (State Water Board), Division of Water Rights (Division), unless the diversion falls into one of the categories described in Water Code section 5101. In particular, those persons who have a permit or license to appropriate water on file with the State Water Board need not file a Statement. Other than for the specific situations exempted from filing in section 5101, an initial Statement must be filed if water was diverted for use in the preceding year under a claim of riparian right or pre-1914 appropriative water right (initial water diversion commenced prior to the establishment of the State Water Commission on December 19, 1914) and no initial Statement is already on file with the Division for the diversion.

**Failure to file a Statement for each diversion that occurred after January 1, 2009, may result in civil liabilities that carry a maximum fine of \$1,000 plus \$500 for each day the violation continues if the violation is not corrected within 30 days of notification of the violation. (Wat. Code, § 5107, subd. (c)(1)). In addition, any person who makes a willful misstatement on a Statement commits a misdemeanor punishable by a fine not to exceed \$1,000 or by imprisonment in the county jail for not more than six months, or both. (Wat. Code, § 5107, subd. (a)). Water diverters must file Statements with the State Water Board prior to July 1 of the year succeeding the year of the diversion. (Wat. Code, § 5101).**

**PRIOR TO FILLING OUT FORM**

Use this guide to determine if you need to file an Initial Statement of Diversion and Use. This information can also be found in Water Code, sections 5100-5107. You do **not** need to file a Statement if any of the following conditions are true:

The diversion is from a spring that does not flow off the property on which it is located and from which your aggregate diversions do not exceed 25 acre-feet in any year;

The diversion is covered by a permit or license to appropriate water that is on file with the Division;

The diversion is covered by a registration for small domestic, small irrigation or livestock stockpond uses;

The diversion is covered by a State Water Board stockpond certificate issued for ponds with a storage capacity of less than 10 acre-feet;

A notice is on file with the State Water Board for the recordation of groundwater extractions and diversions in Los Angeles, Riverside, San Bernardino or Ventura Counties;

A diversion is regulated by a Watermaster appointed by the Department of Water Resources and included in annual reports filed with a court or the State Water Board by a Watermaster, which reports identify the persons who divert water and describe the general purposes and the place, the use, and the quantity of water that has been diverted from each source;

A diversion is included in annual reports filed with the court or State Water Board by a Watermaster appointed by a court or filed pursuant to statute to administer a final judgment determining rights to water, for which reports identify the persons who have diverted water and give the general place of use and the quantity that has been diverted from each source.

## **NOTICE PURSUANT TO INFORMATION PRACTICES ACT OF 1977 (CIV. CODE, § 1798.17)**

The State Water Resources Control Board, Division of Water Rights, is requesting personal information about the diverter and the person filing the Statement of diversion and use.

The agency official responsible for this system of records is Eloise Berryman, Staff Services Manager I, whose business address is 1001 I Street, 14<sup>th</sup> Floor, Sacramento, CA 95814 and whose business telephone is (916) 341-5347.

Upon request, the agency official shall inform an individual regarding the location of his or her records and the categories of any persons who use the information in these records.

The State Water Resources Control Board is empowered to require the submission of personal information by Water Code, section 5103, subdivision (a).

The submission of the name and address of the diverter and person filing the Statement is mandatory. The submission of the phone number and e-mail address of the diverter and person filing the Statement is voluntary.

The submission of the name and address of the land owner is voluntary.

Failure to provide the mandatory information can result in the imposition of administrative civil liability in the amount of \$1,000 plus \$500 per day for each additional day on which the violation continues if the person fails to cure the violation within 30 days after the State Water Resources Control Board has called the violation to the attention of the person.

This personal information is collected to facilitate better water management by the State Water Resources Control Board.

The State Water Resources Control Board does not know of or foresee any disclosures of personal information pursuant to Civil Code, section 1798.24, subdivisions (e) or (f).

Any member of the public may inspect the information collected in this form by contacting the State Water Resources Control Board, Division of Water Rights by mail at P. O. Box 2000, Sacramento, CA 95812-2000, by fax at (916) 341-5400, by telephone at (916) 341-5300 or by e-mail at [dwr@waterboards.ca.gov](mailto:dwr@waterboards.ca.gov), or by appearing in person at the State Water Resources Control Board, Division of Water Rights file room located at 1001 I Street, 2<sup>nd</sup> Floor, Sacramento, CA 95814 during normal business hours. Some information provided on this form, as well as an electronic copy of your submission, will be posted to the Division's Electronic Water Rights Information Management System (eWRIMS), a publicly-accessible database of water diverter and diversion information.

## **FREQUENTLY ASKED QUESTIONS**

### **Q. Why do I need to submit a Statement of my diversion?**

A. Water Code, section 5101 requires every person who diverts water to file a Statement with the State Water Board.

### **Q. When should I file my Statement?**

A. A Statement should be filed for the previous water year by February 1st of the following year.

### **Q. What is a water year?**

A. The water year spans from October of the previous year through September of the following year.

### **Q. What happens after I submit my Statement?**

A. Once an initial Statement is received, the Division will assign it a Statement number. If a Statement is missing required information, the Division may notify the diverter. All correspondence concerning these Statements should refer to the assigned Statement number.

### **Q. How often do I need to report usage in subsequent years?**

A. Supplemental Statements **must** be filed every year and **must** be filed online with the Division prior to February 1 of the year succeeding the year of the diversion.

### **Q. How can I update or make changes to my information?**

A. Changes in the name and address of the person diverting the water must be reported on a Supplemental Statement, regardless of whether the changes occurred during a reporting year. If the location of the existing point of diversion as identified on the Statement or Supplemental Statement has changed, the new location must be reported on the Supplemental Statement. If there is a new point of diversion, a separate Statement must be filed with the Division.

### **Q. Do I need approval from any other agencies to divert water?**

A. You are responsible for ensuring all proper permits from local, state or federal agencies are acquired. A separate Initial Statement must be filed for each individual diversion point from which water is diverted as set forth in Water Code, section 5102. The following instructions will provide a basic description of the information requested on the Initial Statement of Water Diversion and Use Form.

## **Diverter Information**

The diverter is the party responsible for the water diversion. As the diverter you are required to provide your name, or company name, a valid mailing address and other appropriate contact information. If someone other than the diverter filed the Statement, that person must also provide his or her name, address and other appropriate contact information.

### **1. Type of Claim**

Indicate the type of claim you are filing. See the claim descriptions below if you are unsure of the type of right you are claiming to divert water under. The following are general descriptions of the types of water rights that a user may claim use under when filing a Statement:

**Riparian:** A riparian right enables an owner of the land bordering a natural lake or stream to take water on his riparian land. Riparian land must be in the same watershed as the water source and must never have been severed from the source of supply by an intervening parcel without reservation of the riparian right to the severed parcel. Generally, a riparian water user must share the water supply with other riparian users. A riparian water right, like all water rights in California, is subject to Article X, section 2 of the California Constitution, which prohibits waste and unreasonable use of water, including the unreasonable method of use or diversion of water. Riparian rights may be used to divert the natural flow of a stream but typically may not be used to (1) store water for later use (2) divert water which originates in a different watershed (3) divert water released from storage, or (4) divert return flows from groundwater use.

**Pre-1914 Appropriative:** A pre-1914 appropriative right is for diversions that have been under continuous use since prior to December 19, 1914. After the formation of the California Water Commission in December 1914, new appropriators have been required to obtain a permit or license from the State Water Board or its predecessors.

**Court Decree:** An adjudicated right is one in which a court or the State Water Board has determined, by decree, the amount of use allowed to landowners within the adjudicated stream area. You must file a Statement if you are in an adjudicated area if a Watermaster is not filing reports on your behalf. Indicate the decree number when filing a Statement on a court decree claim.

**Pending Appropriative:** An appropriative right is required for use of water on non-riparian land and for storage of water. Generally, appropriative rights may be exercised only when there is a surplus not needed by riparian water users. If you have filed an application for a water right permit and are not yet permitted, but are diverting water, you are required to file a Statement. Indicate the corresponding application ID number on the designated line.

### **2. Water Course Description**

Indicate the name of the body of water from which you are diverting water and the body of water it is a tributary to (the name of the larger stream or river the water source flows to downstream). Use the source name shown on a United States Geological Survey (USGS) topographic map. If there is no name, use "Unnamed" Stream or Spring.

### **3. Point of Diversion and Legal Land Description**

Provide the location of the point of diversion (the location from which you are taking water from the stream), using one of the following methods: 1) identifying the location by latitude and longitude measurements, 2) identifying the location using the California Coordinate System, or 3) depicting the location of the diversion works on a USGS topographic map attached to your Initial Statement. Each separate diversion point should be reported on separate forms. If the property has not been assigned an Assessor's Parcel Number (APN) by the County Assessor, you must provide the public land description to the nearest 40-acre subdivision. This information is shown on a USGS topographic map, and on your property deed. You may submit a single map showing both the point of diversion and the place of use. Maps can be found at: <http://www.store.usgs.gov>.

### **4. Place of Use Description**

Provide a general description of the area where the water is used, and all assessor's parcel numbers associated with the place of use. You **MUST** submit either a USGS topographic map, a county assessor map, or a map with identifiable landmarks depicting the place of use. If you are also using a map for identifying the point of diversion, you can represent both the point of diversion and places of use on a single map. Maps can be found at:

<http://www.store.usgs.gov>

## **5. Purpose of Use**

Indicate the purpose of use for the diverted water. Examples of purposes of use are: cannabis cultivation, domestic, dust control, fire protection, fish/wildlife protection and enhancement, fish culture, frost protection, heat protection, incidental power, industrial, irrigation, milling, mining, municipal, power, recreational, snow making, stock watering, etc. Also indicate the number of acres irrigated, number of persons served for domestic use, number of animals watered, etc.

## **6. Special Use**

Complete questions regarding cannabis cultivation. If your diversion is used in any part for cannabis cultivation, select "Yes", and complete the Special Use Attachment, which is required to be submitted with the Initial Statement of Water Diversion and Use Form. Refer to the Special Use Attachment Instructions for additional information on completing this form.

## **7. Diversion Works Description**

A direct diversion is identified as water taken from a water source, such as a surface stream or subterranean stream, and used without being placed into storage.

A diversion to storage is defined as water diverted to storage facility such as a pond, dam, or tank, including on-stream storage. The maximum capacity of the diversion works is the maximum output available for a pump or other diversion works from the source to the storage facility. If you store water and know the storage capacity, indicate it in gallons or acre-feet.

If you do not know the actual storage capacity of a reservoir or pond, you can use the following formula to estimate it: Multiply the surface area (in acres) by the maximum depth of the reservoir (in feet) then multiply that by 0.7.

## **8. Quantity of Water Diverted**

Provide the quantity of water diverted for each month in the year you are reporting. If you did not divert water in a particular month, enter "0". Beginning January 1, 2012, monthly measurement records of water diversion must be made using the best available technologies and best professional practices.

## **9. Maximum Rate of Diversion**

Provide the year in which you diverted at your highest rate, the month you divert the most water, and the maximum rate of diversion. If precise measurements are not available, provide an estimated maximum diversion rate. The maximum rate of diversion may be provided in gallons per minute, gallons per day, or cubic feet per second units.

## **10. Recent Water Use**

Provide the annual amount of water used in recent years. If precise measurements are not available, provide an estimated annual usage.

## **11. Water Conservation Efforts/Conjunctive Use**

Complete Water Conservation and Conjunctive use questions. Explain response if necessary.

## **12. Water Diversion Measurement**

All water right holders who divert more than 10 acre-feet of water per year are required to measure the water they divert. A diverter may choose any measuring device, or combination of devices, that meet the measurement and monitoring requirements of the regulation.

Additional information about measurement devices, implementation schedules and related requirements can be found at: [http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/diversion\\_use/water\\_use.shtml](http://www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/water_use.shtml)



The measurement and monitoring requirements are summarized in the following table:

Type of Diversion (af = acre-feet)	Installation Deadline	Required Accuracy	Required Monitoring Frequency	Qualifications For Installation And Certification
Direct Diversion $\geq$ 1,000 af/year or Storage $\geq$ 1000 af	January 1, 2017	10%	Hourly	Engineer/Contractor/Professional
Direct Diversion $\geq$ 100 af/year or Storage $\geq$ 200 af	July 1, 2017	10%	Daily	Engineer/Contractor/Professional
Storage $\geq$ 100 af	July 1, 2017	15%	Weekly	Engineer/Contractor/Professional
Direct Diversion $>$ 10 af/year or Storage $\geq$ 50 af	January 1, 2018	15%	Weekly	Individual experienced with measurement and monitoring
Storage $>$ 10 af	January 1, 2018	15%	Monthly	Individual experienced with measurement and monitoring

For all diverters, initial the box to certify that you have read and will comply with the measurement regulations.

Check the appropriate box to indicate whether you are required or not required to measure your diversion of water under the claimed right. All water right holders who divert more than 10 acre-feet of water per year are required to measure the water they divert.

### 13. Signature and Important Information

The form must be legible and signed by the person completing the form. The company name is required, if applicable.

### **SUBMITTING YOUR STATEMENT**

Attach the Initial Statement of Water Diversion and Use form to your map(s) and any other supporting documentation. You may submit multiple forms in the same envelope if each diversion work has been labeled.

**Please send completed Initial Statement form and supporting documents to:**

**Mail:** *State Water Resources Control Board  
Division of Water Rights  
P.O. Box 2000  
Sacramento, CA 95812-2000*

**Email:** [DWR-statements@waterboards.ca.gov](mailto:DWR-statements@waterboards.ca.gov)

**FAX:** (916) 341-5400

**Forms must be legible and contain readable maps.**

**Section 11: Water Conservation Efforts/Conjunctive Use**

(Answer only fields applicable to your diversion)

Are you currently employing any methods of water conservation?

☒ Yes☐ No

If Yes, describe any water conservation efforts in use:

Require lining of ponds with clay/shale material.

Are you now or have you been using reclaimed water from a wastewater treatment facility, desalination facility or water polluted by waste to a degree that unreasonably affects such water for other beneficial uses?

☐ Yes☒ No

Are you using groundwater in lieu of surface water?

☐ Yes☒ No**Section 12: Water Diversion Measurement**

As a diverter, you may be required to measure your diversion rate and use of water. Details on your obligation to measure diversions are located at [http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/diversion\\_use/water\\_use.shtml](http://www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/water_use.shtml) or in the instructions at the end of this form on page 5 of 5.

I have reviewed the measurement requirements; I certify that I understand and will comply with the measurement regulations.

(Initial here to certify)

Based on the measurement regulations, check the appropriate box below:

☒ I am **required** to measure as of the date this form is submitted☐ I am **not required** to measure as of the date this form is submitted

Additional information regarding measurement of diversions

- If you are required to measure your diversion, you will need to provide information about your measurement device, the accuracy of your device, method of installation and other questions on a supplemental statement of water diversion and use during the next water year. Samples of questions regarding measurement for supplemental statements are located at [http://www.waterboards.ca.gov/waterrights/water\\_issues/programs/ewrims/docs/statement.pdf](http://www.waterboards.ca.gov/waterrights/water_issues/programs/ewrims/docs/statement.pdf)
- If you have or will be cultivating cannabis, measurement of your diversions and storage will be required in accordance with the Cannabis Cultivation Policy (Policy), which is currently under development. Updates on the Policy are located at [http://www.waterboards.ca.gov/water\\_issues/programs/cannabis/cannabis\\_water\\_rights.shtml](http://www.waterboards.ca.gov/water_issues/programs/cannabis/cannabis_water_rights.shtml)

**Section 13: Signature**

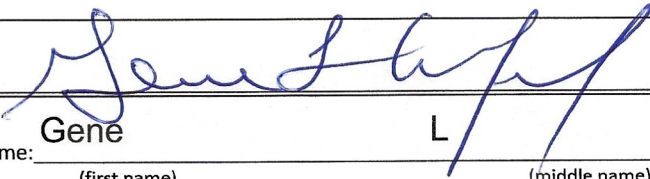
I declare that the information in this report is true to the best of my knowledge and belief.

THE STATE WATER RESOURCES CONTROL BOARD MAY RELY ON THE NAMES AND ADDRESSES ON THIS DOCUMENT FOR MAILING NOTICES REGARDING PROCEEDINGS BEFORE THE BOARD. (Wat. Code, §5106, subd. (b)(1).)

SUPPLEMENTAL STATEMENTS OF WATER DIVERSION AND USE SHALL BE FILED ANNUALLY, BEFORE JULY 1 OF EACH YEAR OR IF THERE IS A CHANGE IN THE NAME OF ADDRESS OF THE DIVERTER. (Wat. Code, §5104.)

THE MAKING OF A WILLFUL MISSTATEMENT ON A STATEMENT OF WATER DIVERSION AND USE IS A MISDEMEANOR PUNISHABLE BY A FINE NOT EXCEEDING \$1,000 OR BY IMPRISONMENT IN THE COUNTY JAIL FOR UP TO SIX MONTHS, OR BOTH. THE BOARD MAY IMPOSE CIVIL LIABILITY UPON A PERSON WHO KNOWINGLY MAKES A MATERIAL MISSTATEMENT ON THIS FORM (Wat. Code §5107.)

Signature:

  
Gene L Coufal

Date:

Oct 8, 2025

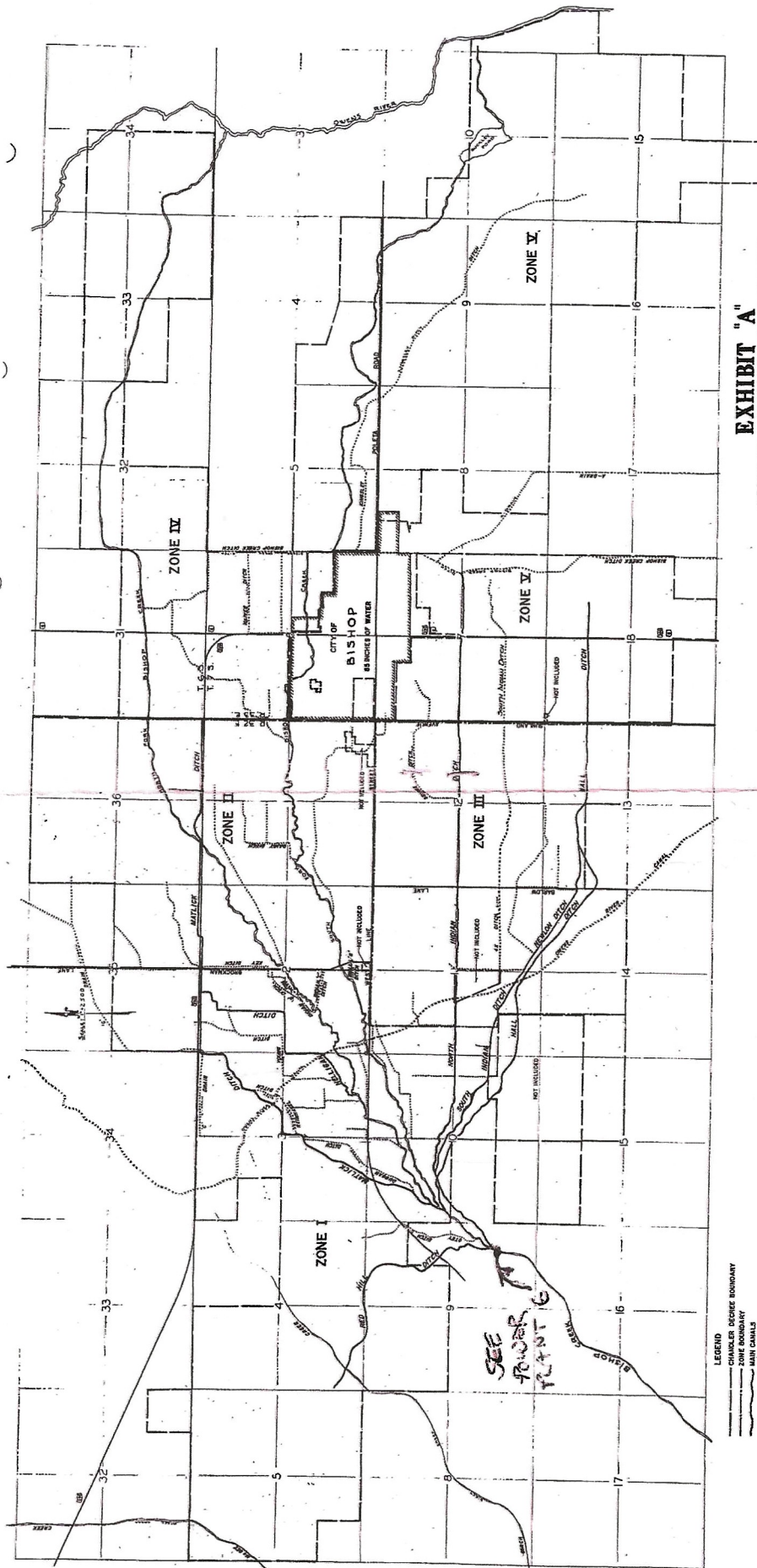
Printed Name:

(first name)

(middle name)

(last name)





**EXHIBIT "A"**  
**ARTICLES OF ASSOCIATION & BYLAWS**  
**OF BISHOP CREEK WATER ASSOCIATION**  
 MARCH 19, 1962

Bishop Creek Water Association Meeting  
October 14, 2025 7 PM  
Inyo County Board of Education Facility  
Lozito Conference Center  
166 Grandview Dr., Bishop, CA 93514

To the Board of Trustees,

My name is Jeff Kneip and on behalf of my wife, Angela, and myself, we would like to present a plan for diverting our creek at 671 Snow Circle, Bishop, CA 93514. Currently, the creek is running through the middle of our property and we are planning to build a residence on the lot, hence the reasoning for diverting the creek.

Our plan is to place a 16" wide concrete channel parallel along the shared fence with the Keef's property. Then the creek will turn to connect to a culvert running under the driveway. Upon coming out of the culvert, the creek will have some mild curvature before reaching its outlet into the Arzola/O'Neill pond. Please see attached picture for details.

Thank you,  
Jeff and Angela Kneip

