



State of Idaho

DEPARTMENT OF WATER RESOURCES

322 East Front Street • P.O. Box 83720 • Boise, Idaho 83720-0098

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C. L. "BUTCH" OTTER
Governor

GARY SPACKMAN
Interim Director

June 2, 2010

Re: Sub-District No. 71 Advisory Committee Meeting

Dear Cliff,

A meeting of the Stanley Area Sub-district (Sub-District No. 71) Advisory Committee is scheduled as follows:

Date: June 8, 2010
Time: 11:30 A.M.
Location: Stanley Community Center
Highway 21
Stanley, ID

The Advisory Committee will meet in advance of the Sub-District No. 71 Annual Meeting (which will be held at 2 pm that afternoon) to review the proposed budget and resolutions, and to discuss any other matters in preparation for the Annual Meeting. A proposed meeting agenda is attached. Questions, concerns or needs related to the scheduled meeting may be directed to Nick Miller by calling 208-287-4956, or by e-mail at nick.miller@idwr.idaho.gov. You may also contact the Sub-district No. 71 Watermaster, Jan Skrukrud, at 208-774-3460.

Sincerely,

Nick Miller
Watermaster, WD170
Staff Engineer, IDWR Water Distribution Section

enclosures:

- 1) *Agenda for the June 8 Advisory Committee Meeting (1 page)*
- 2) *Adopted resolutions from 2009 and draft budget and proposed resolutions for the June 8 Sub-district Annual Meeting (3 pages)*
- 3) *Agenda for June 8 Annual Meeting (1 page)*

SUB-DISTRICT No. 71 ADOPTED RESOLUTIONS

Page 1 of 2

1. RESOLUTION OF ANNUAL MEETING DATE (Adopted 2009)

It is herewith resolved that, subject to approval by the Director if the Idaho Department of Water Resources, the Annual Meeting for the Basin 71 Sub-Water district shall be the second (2nd) Tuesday in June at a time and place to be determined each successive year.

2. RESOLUTION REGARDING WATERMASTER TERM OF SERVICE (Adopted 2009)

It is herewith resolved that the Basin 71 Sub-district watermaster's term of service shall begin upon annual meeting election and continue until the next annual meeting.

3. RESOLUTION REGARDING WATERMASTER ACCESS TO CONTROL STRUCTURES AND MEASURING DEVICES (Adopted 2009)

Recognizing that watermaster access to control structures and measuring devices is essential for providing watermaster services and limiting expense, all users shall provide for watermaster access where access to control structures and measuring devices is through a locked gate and other reasonable means of access are not available. The user shall, upon request by the watermaster, provide to the watermaster or deputy watermaster a key or combination to any such locks.

4. RESOLUTIONS REGARDING BUDGET MATTERS (Adopted 2009)

4a. RESOLUTION SETTING THE 2009 BUDGET (Adopted 2009)

It is herewith resolved that the 2009 operating budget for Sub-district No. 71 is as follows:

| | |
|--|-----------------|
| Watermaster Wages (\$10/hr) | \$ 3,600 |
| Secretary/Treasurer Wages (flat fee) | \$ 300 |
| FICA/Medicare/Workers Comp (est. 13.6%) | \$ 530 |
| Vehicle Mileage (est. 300 miles/week @ \$0.55/mi.) | \$ 3,570 |
| Office Supplies/misc | \$ 400 |
| Total | \$ 8,400 |

* Budget line item totals shown are estimates; actual line item costs may vary, but the total expense for the sub-district cannot exceed \$8,400 prior to the 2010 annual meeting.

4b. RESOLUTION TO COLLECT BUDGET (Adopted 2009)

It is herewith resolved that the adopted budget for Sub-district No. 71 be collected from the water users by the Sub-district No. 71 Watermaster as provided by Idaho Code § 42-618. The Watermaster will make an assessment to each water user in pro-rata amounts as determined by the budget which is formally adopted at the annual meeting. All funds shall be deposited in a separate bank account maintained by the sub-district.

4c. RESOLUTION REGARDING MINIMUM USER FEE (Adopted 2009)

It is herewith resolved that a minimum charge of \$50.00 per water right owner shall be assessed. Whenever the prorated charge to a user is less than \$50.00, that user will be assessed \$50.00.

4d. RESOLUTION OF FINAL ASSESSMENT DETERMINATION (Adopted 2009)

It is herewith resolved that, in accordance with Idaho Code § 42-612 (5), the assessment amount for each user as shown in the 2009 adopted budget shall constitute a final determination of the amount due for 2009.

SUB-DISTRICT No. 71 ADOPTED RESOLUTIONS

Page 2 of 2

4e. RESOLUTION OF DISTRICT PAYMENT TERMS (Adopted 2009)

It is herewith resolved that the following payment terms be put into effect:

1. Assessments shall be payable within thirty (30) days of the billing date. The postmark date will be considered the date of payment. Accounts not paid within thirty (30) days shall be charged in accordance with Idaho Code § 42-613 which provides for a late fee of 10% of the amount due and interest of 1% per month.
2. The Watermaster will terminate water delivery to any water user whose assessments are not paid in full within sixty (60) days of the billing date and will not resume delivery until that user's amount due is paid in full.

5. RESOLUTION TO ELECT A DISTRICT TREASURER (Adopted 2009)

It is herewith resolved that Michelle Ewing be appointed as secretary/treasurer for Sub-district No. 71 until a successor is elected or appointed. The duties of the treasurer will be to approve expenses and disburse sub-district funds, and to prepare or authorize a review of financial affairs of the district at the end of each fiscal year, in accordance with Idaho Code § 42-619.

6. RESOLUTION TO ELECT WATERMASTER (Adopted 2009)

It is herewith resolved that Jan Skrukud be appointed as watermaster for Sub-district No. 71 until a successor is elected or appointed.

7. RESOLUTION REGARDING ADVISORY COMMITTEE STRUCTURE (Adopted 2009)

It is herewith resolved that an advisory committee shall be selected to provide input to the watermaster and the Director of IDWR. The advisory committee will meet as often as needed to address the structure, governance and operation of the district. Five water users shall comprise the advisory committee. The advisory committee members for the ensuing year shall be the following (to be appointed at the meeting):

Member #1: Cliff Hansen

Member #3: Dan Woolley

Member #5: Jay Neider

Member #2: Brett Woolley

Member #4: Bill Leavell

Member #6: Sherrill Baird

8. RESOLUTION REGARDING WD170 ADVISORY COMMITTEE REPRESENTATIVE (Adopted 2009)

It is herewith resolved that the three Basin 71 representatives on the Water District No. 170 Advisory Committee shall be (to be appointed at the meeting):

Representative 1: Mark Henslee

Representative 2: Sherrill Baird

Representative 3: Cliff Hansen

Note: The 2008 representatives were Pat Brady, Mark Henslee, and Jay Neider

9. RESOLUTION REGARDING VOTING BY ALTERNATIVE METHOD (Adopted 2009)

It is herewith resolved that, in the event that a vote by the alternative method (as described in Idaho Code § 42-605(4)) is requested during any annual meeting, a credentials committee will be assembled to determine the number of votes cast by individual water users. The credentials committee shall be composed of the following parties:

- the current Water District No. 170 Watermaster
- the current Sub-district No. 71 Watermaster
- at least one member of the Sub-district No. 71 Advisory Committee

SUB-DISTRICT No. 71
2010 PROPOSED RESOLUTIONS

Page 1 of 1

1. **The following resolution is proposed to replace resolution # 4a above.** This resolution will be updated each year to reflect the budget adopted at each meeting. Although the total budget remains the same as 2009 (\$8,400), the distribution of expenses has been adjusted to reflect actual expenses incurred in 2009, with the expectation of similar expenses in 2010.

RESOLUTION SETTING THE 2010 BUDGET

It is herewith resolved that the 2010 operating budget for Sub-district No. 71 is as follows:

| | |
|--|----------------|
| Watermaster Wages (\$12/hr) | \$ 4,800 |
| Secretary/Treasurer Wages (flat fee) | \$ 500 |
| FICA/Medicare/Workers Comp (est. 13.6%) | \$ 650 |
| Vehicle Mileage (est. 165 miles/week @ \$0.55/mi.) | \$ 1,950 |
| Office Supplies/misc | \$ 500 |
| Total | \$8,400 |

* Budget line item totals shown are estimates; actual line item costs may vary, but the total expense for the sub-district cannot exceed \$8,400 prior to the 2011 annual meeting.

2. **The following resolution is proposed to replace resolution # 4d above.** The purpose of this change is to make the resolution more general, so it doesn't have to be renewed each year.

RESOLUTION OF FINAL ASSESSMENT DETERMINATION

It is herewith resolved that, in accordance with Idaho Code § 42-612 (5), the assessment amount for each user as shown in the adopted budget shall constitute a final determination of the amount due for that year.

3. **Additionally, changes may be made to resolutions 5,6,7, and 8 depending on elections for watermaster and treasurer and changes to committee membership.**

AGENDA
SUB-DISTRICT No. 71
2010 ANNUAL MEETING
Tuesday, June 8, 2:00 pm
Stanley Community Center
HWY 21, Stanley, ID

| | |
|--|--------------------|
| CALL MEETING TO ORDER | |
| - INTRODUCTORY REMARKS | NICK MILLER (IDWR) |
| SELECTION OF MEETING CHAIRMAN AND SECRETARY | NICK MILLER (IDWR) |
| PRESENT PROPOSED RESOLUTIONS AND BUDGET | CHAIRMAN |
| - READ 2010 PROPOSED RESOLUTIONS | |
| - REVISION/ADOPTION OF RESOLUTIONS, BUDGET, AND ELECTION OF WATERMASTER | |
| OTHER ITEMS OF BUSINESS | CHAIRMAN |
| ADJOURNMENT OF MEETING | CHAIRMAN |

AGENDA
SUB-DISTRICT No. 71
2010 ADVISORY COMMITTEE MEETING
Tuesday, June 8, 11:30 am
Stanley Community Center
HWY 21, Stanley, ID

CALL MEETING TO ORDER

- INTRODUCTORY REMARKS

DISCUSS PROPOSED RESOLUTIONS AND BUDGET

- READ 2010 PROPOSED RESOLUTIONS
- REVISION OF RESOLUTIONS

OPEN DISCUSSION / OTHER ITEMS

ADJOURNMENT OF MEETING