

WATER DISTRICT INFORMATION SHEET

2019

Year

110

Water District # / Stream Name

Blake Jordan

Watermaster Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208.525.7161

Phone Number, Home / Cell

Blake.Jordan@idwr.idaho.gov

E-Mail Address

Jared Adamson

Assistant Watermaster Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208.525.7161

Phone Number, Home / Cell

Jared.Adamson@idwr.idaho.gov

E-Mail Address

Cher Ramos

Secretary Name

900 N. Skyline Dr Ste A Idaho Falls ID 83402

Address

208.525.7161

Phone Number, Home / Cell

Cher.Ramos@idwr.idaho.gov

E-Mail Address

Please print in the blank information above and return it to the Idaho Department of Water Resources. Your cooperation on this matter would be greatly appreciated. If you have any questions, please feel free to contact me.

Respectfully Submitted,

**Sharla Cox
Administrative Assistant**

Meeting Minutes Water District 110 (Draft)
Annual Committee Meeting 2019
February 13, 2019
West Jefferson High School, Terretton ID

1:35pm the meeting was called to order by Kirk Jacobs.

A motion for Kirk Jacobs to be the chairman and Cher Ramos to be the secretary was made by Lynn Burtenshaw, seconded by Mike Cope, with all in favor.

Cher read the 2018 annual meeting minutes. Daren Bitter moved to accept the minutes and Don Parker seconded the motion and the motion carried.

Cher continued with a review of the financial reports provided including a review of the 2018 budget and actuals and the current standing of the bank account.

Jerry Dalling moved to accept the financial reports and Mike Cope seconded the motion and the motion passed.

Blake Jordan presented the 2019 budget with a short review of 2018. He explained that there was significantly less work done in the water district due to changes in staff in 2018 resulting in coming in considerably under budget. The proposed budget for 2019 is \$93, 513. There was a decrease in the administrative CFS from \$8.70 to \$8.50, otherwise the assessment income will be similar to the 2018 budgeted amounts. Jerry Dalling asked why there was no audit budget and Blake explained that an audit is only required if the annual financials exceed \$100,000 and so far we have remained under that threshold. Pat Hendren moved to accept the Proposed Budget and Mike Cope seconded the motion. The motion carried.

James Cefalo presented the resolutions with the only change being the dates and proposing Blake Jordan to be the watermaster and introduced Jared Adamson to present the watermaster report. Jared spoke on the 2019 water outlook, 2018 review, well depth review, installation requirements, and flow meter maintenance. James followed up by stating 2019 is shaping up to be a promising year and opened for any questions. No questions were asked.

Daren Bitter moved to accept Blake Jordan as the watermaster and this was seconded by Don Parker, and was approved by the members. It was then determined that this motion includes the entirety of the resolutions as the watermaster was the only actual change to the resolutions. The members agreed that the motion does include acceptance of the resolutions.

Pat Hendron made a motion to retain the current advisory committee for the 2019 year. This was seconded by Jerry Dalling, and the motion carried.

Kirk expressed appreciation toward James Cefalo and the IDWR for all the work they have provided this year.

Kirk opened the floor for other business. There was a question posed to James about whether IDWR approves installation for all of the water districts or just the ones that have IDWR. James answered that all of the water districts' flow meter installations are evaluated by the department, but the readings are done by the associated entities.

Kirk also expressed appreciation for Bill Stoddart for his work as the district secretary and to all of the board members who are meeting monthly. He addressed water district members inviting them to bring any concerns to one of the board members so that when the board meets, they can address any issues as they arise.

2:17pm Don Parker moved to adjourn the meeting. Mike Cope seconded and all were in favor.



Cher Ramos, Secretary

WATER DISTRICT 110 ANNUAL MEETING- 2/13/2019

NAME	REPRESENTING	PHONE	EMAIL
Mike Cope	WD110		
Jerry Dalling			
Stephen Ball	self		
Chris			
DARREN BETTER			
Don Parker			
Keith Shulley			
Lynn Burtenshaw	Me	208 663-4521	lynnburt@yaho
Bill Stoddart		208-663-4500	
Pat Hendon	Jefferson		
Lee Williams	Chad Larsen Farms	208-970-4940	Lee@larsen Hg. Com
Blake Peterson	Richard Larsen Farms	970 630 3996	Blake@Larsen Hg. com
Paul Webster	McC Newman		
Lane Newman		208 681 2536	lanenewmanfarms@gmail.com
Robert McCulloch	Producer for Canal	208) 716-1968	four bar farms@yahoo.com
Byron Wood		208 339-2499	
Rob Cope	Producer/ Mortenson	208-716-3162	
Derrick Dalling	Derrick Dalling Cattle	208 221 5262	wasupdel 5232@yahoo.com
MATT HARMON	NKC	435-201-1319	matt.harmon@us-agriculture.com
Jim Redmond	HFS	509-989-7381	JIM REDMOND @ HNRG.COM
Darren Wood		208-589-3743	
Dustin Ricks		208-821-6598	
KOLBY SIMMONS		208-766-3049	KolbySimmons36@gmail.com
Brett Panting	IDFG	208-317-4844	brett.panting@idfg.idaho.gov

**Water District 110
2019 Resolutions**

1. That the watermaster perform the duties as required by Chapter 6, Title 42, Idaho Code and in accordance with:
 - 1) The duties described in the Final Order Creating Water District 110, signed by the Director of the Idaho Department of Water Resources (IDWR), April 17, 2006, including:
 - a) Measure, record and report diversions of ground water right included in Water District No. 110;
 - b) Administer and enforce water rights in Water District No. 110 in priority;
 - c) Curtail unauthorized or excessive diversions in Water District No. 110 (i.e., any diversion without a water right or in excess of the elements or conditions of a water right);
 - d) Curtail out-of-priority diversions under ground water rights in Water District No. 110 determined by the Director to be causing injury to senior priority water rights if not covered by a stipulated agreement or a mitigation plan approved by the Director;
 - e) Enforce the provisions of any stipulated agreements or mitigation plans approved by the Director and applicable in Water District No. 110.
 - 2) Direction and guidance provided by the Director of IDWR pursuant to Idaho Water Law.
 - 3) The annual water district resolutions as adopted herein.
2. Blake Jordan is elected the watermaster for Water District 110. The Director of IDWR shall appoint Blake Jordan, an employee of IDWR, to provide watermaster services for the ensuing year.
3. As provided in Idaho Code § 42-608(4), the watermaster shall serve until the next annual meeting of the water district after election at this meeting and upon appointment by the Director.
4. The water users of Water District 110 hereby empower the elected advisory committee to enter into a Memorandum of Understanding between the Water District and the Director of IDWR that will provide for the following:
 - a) Water District 110 will provide compensation of the watermaster for all administrative watermaster duties (all duties other than measurement and reporting) for the term of service as specified in item 3 of these resolutions.

- b) The 2019 budget for Water District No. 110 includes expenses related to measurement and reporting, and will be set at this annual meeting in accordance with item 7 of these resolutions.
 - c) Water District No. 110 will provide compensation to IDWR for clerical and financial account support services.
 - d) The watermaster shall maintain an office for the ensuing year within the IDWR Eastern Regional Office, located in Idaho Falls, Idaho.
 - e) IDWR will provide office space, vehicles and the use of all necessary office and field equipment in exchange for compensation as set in the budget for the ensuing year. This arrangement shall not give Water District No. 110 any ownership interest in any IDWR office space and equipment. However, any equipment purchased by Water District 110 will remain owned by water district 110.
- 5. Water District No. 110 includes one or more canal companies, government entities, or other water delivery entities. The following canal companies and government entities had cooperative agreements or other arrangements with the Water District No. 110 to annually measure and report diversions on their own and to the measurement district in order to promote efficiency in the administration of water rights and water management. These entities, however, will pay a pro rata portion of the Watermaster salary.
 - 1) Montevew Canal Company
 - 2) Producers Canal Company
 - 3) Jefferson Irrigation Company
 - 4) United States Fish & Wildlife Service Camas National Wildlife Refuge
- 6. The entities designated above may have employees who measure and report diversions to the watermaster of Water District No. 110. The watermaster of Water District No. 110 may therefore appoint employees or agents of these entities as assistant watermasters for purposes of measuring and reporting water use to the watermaster of Water District No. 110. The water district watermaster and the Director of IDWR will provide direction and guidance to assistant watermasters for measuring and reporting of diversions in these entities, including but not limited to the following:
 - a) Each entity responsible for data collection shall provide an annual report of diversion data to the water district watermaster in accordance with Idaho Code § 42-606, § 42-708, § 42-709, and the direction provided by the Director of IDWR.
 - b) Assistant watermasters shall cooperate and coordinate with the water district watermaster and IDWR in sharing water use information.
 - c) The regulation of diversions, including curtailment of diversions and other water right enforcement actions, shall be the primary responsibility of the water district watermaster and IDWR.

- d) The designated districts will first be given the opportunity to resolve unauthorized diversions, or other enforcement matters before action is taken by the watermaster or IDWR.
 - e) To the extent that assistant watermasters may otherwise be involved in the regulation or enforcement of diversions, such involvement will be under the instruction of the watermaster and the Director of IDWR.
- 7. The budget of Water District No. 110 for the fiscal year 2019 beginning February 1, 2019, and ending on January 31, 2020, be as follows:

See attached Budget

- 8. Assessment basis for measurement & reporting expenses: Diversions in Water District 110 that are not already measured by one of the canal companies or government entities identified in item 5 of these resolutions, and also have a diversion rate allowed by their water right in excess of 0.24 cfs and/or irrigation of more than five acres shall be measured directly by the water district in the ensuing year and assessed for measuring and reporting at the following rate:
 - a) \$25 per diversion, and;
 - b) A pro-rata share of the total expense for measuring and reporting, minus the total amount charged for all the diversions in the district required to measure, determined by the fraction of the recorded diversion rate for each water right is to the total recorded diversion rate of all water rights being measured in the district.
- 9. Kirk Jacobs be elected Water District No. 110 Treasurer. The duties of the treasurer will be to approve the expenses and disburse water district funds, and to prepare or oversee preparation of a written statement of the financial affairs of the district at the end of each fiscal year, in accordance with Idaho Code, Section 42-619. Blake Jordan will also be a designated authorized signature for banking purposes.
- 10. An advisory committee shall be elected at each regular annual session to represent the interests of the water users and to provide input to the watermaster and the Director of IDWR. The advisory committee will consist of at least 5 members, including at least one water user from Hamer, one water user from Montevieu, and one from Mud Lake/Terreton Area.
- 11. WHEREAS Idaho Code 42-605 provides for voting by water users and election of an advisory committee, the water users of Water District No. 110 hereby resolve that the credentials for voting in any district meeting and for serving on the district advisory committee will be as follows:
 - a) Must be a water user of the district as evidenced by a valid water right or
 - b) Must have paid all assessments owed to the water district.

12. The annual Water District No. 110 meeting shall hereafter be held on the second Wednesday of February, of each year unless the Director of IDWR or the Water District No. 110 advisory committee should find it necessary to change the meeting date or unless changed by resolution of the district at any annual meeting.
13. Copies of the minutes of the annual meeting, the budget as approved, all resolutions approved, and the report prepared in accordance with Idaho Code § 42-615, shall be filed with the director of the Department of Water Resources in accordance with Idaho Code § 42-617.
14. The watermaster of Water District No. 110 shall be responsible for submitting to IDWR annual reports showing water use and such other information that may be deemed necessary by the Director of IDWR in accordance with Idaho Code § 42-606, § 42-708, and § 42-709.
15. The watermaster and assistant watermasters are authorized under Idaho Code § 42-1701(5) to make reasonable entry on lands within the district to carry out the duties of the watermaster as instructed by IDWR. These duties include but are not limited to:
 - a) Monitoring diversion and measuring rate and volume of water diverted from ground water and other public water sources.
 - b) Measuring the depth to water in wells.
 - c) Monitoring the place, period, and nature of use of water to identify unauthorized diversion and use and to determine compliance with mitigation provisions required by agreement or order of IDWR.
16. All payments for assessments not received by May 1, 2019 shall accrue penalties in the amount of 10% of the charge and interest in the amount of 1% per month, as provided pursuant to Idaho Code § 42-617.
17. Be it also resolved, that the Watermaster is authorized pursuant to Idaho Code § 42-618, to withhold or suspend deliveries of water to any water users who have not paid their assessment charge by January 1 of the year following the billing date.
18. Be it resolved, water users within Water District 110 will have power sources turned on between March 15th and November 15th to allow access for the watermaster to perform the duties set forth in Resolution No. 15.

Be it further resolved, flowmeters will need to be set to read in acre-feet.

WATER DISTRICT 110 **BUDGET 2019**

Income Budget	2019 Budget	2018 Actual	2018 Budget
Administrative CFS @ \$8.50	\$23,656	\$ 23,631	\$ 24,212
Measurement & Reporting			
Well @ \$25	\$19,200	\$ 19,275	\$ 19,200
CFS @ \$23.85	\$50,657	\$ 52,000	\$ 51,898
Interest Income		\$ 56	
Total Income	<u><u>\$93,513</u></u>	<u><u>\$ 94,961</u></u>	<u><u>\$ 95,310</u></u>

Expense Budget

Administrative Charges

Watermaster Services	\$18,571.51	\$ 22,257	\$ 20,535.88
Clerical Assistant	\$1,892	\$ 2,794	\$ 7,670
Audit	\$0	\$ -	\$ -
Total Administrative	<u>\$20,464</u>	<u>\$ 25,051</u>	<u>\$ 28,206</u>

Measurement and Reporting

Assistant Watermaster	\$67,372	\$ 37,338	56119
Clerical Assistant	<u>\$5,677</u>	<u>\$ 6,000</u>	<u>23010</u>
Total Measurement & Reporting	<u>\$73,049</u>	<u>\$ 43,338</u>	<u>\$ 79,130</u>

Total Budget	<u><u>\$93,513</u></u>	<u><u>\$ 68,388</u></u>	<u><u>\$ 107,336</u></u>
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<i>Net Income/Net Loss</i>	\$0	\$26,573	-\$12,026
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Annual Water District Meeting Checklist

Per Idaho Code Title 42 Chapter 6 (Distribution of Water Among Appropriators), annual water district meetings must include (at a minimum) the actions listed below.

IDWR wants to ensure each water district is meeting these minimum standards. **Please return this completed checklist to the appropriate IDWR regional office with the annual meeting minutes (this list does not replace meeting minutes) and ensure that all of these actions are clearly addressed in the meeting minutes.**

Water District Number and Name: 110

Meeting Date: February 13, 2019

- ☒ Election of meeting chairman
- ☒ Election of water district watermaster (and assistant watermaster (optional))
- ☒ Election of water district secretary and / or treasurer
- ☒ Approval of adopted budget
- ☒ Minutes, make sure date, time, place and roster of attendees are included in minutes.
- ☒ Make sure the secretary or authorized person sign the Minutes.
- ☒ Next year's meeting date, location, and time

February 12 2020 1:30pm West Jefferson School District
Meeting Date, Time of Meeting and Location (next year)

Preparation Checklist after Annual Meeting

- ☐ Idaho Statutes 42-605 states, "Within five (5) days after meeting...the meeting secretary shall forward a certified copy of the minutes to the department. Along with the Minutes, the Adopted Budget, Oath, Petition of Watermaster and Information sheet should be submitted to IDWR before the irrigation season starts. IDWR needs to send the "Certificate of Appointment" of Watermaster and Treasurer prior to irrigation season.
- ☐ Idaho Statutes 42-606 states, "All watermasters shall make an annual report to the department" This report should be submitted to the Department by December 31 of each year.

By signing below I verify that all required actions have been addressed at the water district annual meeting

Completed by:

Cher Ramos

Water District Representative



State of Idaho

DEPARTMENT OF WATER RESOURCES

Eastern Region • 900 N Skyline Drive, Suite A • Idaho Falls ID 83402-1718

Phone: (208) 525-7161 • Fax: (208) 525-7177

Website: idwr.idaho.gov • Email: easterninfo@idwr.idaho.gov

BRAD LITTLE
Governor

GARY SPACKMAN
Director

March 13, 2019

Water District #100, 110 and 120
Cher Ramos
900 N Skyline Dr Ste A
Idaho Falls ID 83402

RE: WATER DISTRICT #100, 110 and 120

Dear Secretary / Treasurer:

We acknowledge receipt of the Minutes of the Annual Watermaster's Election Meeting held in your district. The Watermaster Certificate will be sent under separate cover.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Sharla Cox', is written over a large, loopy blue circular mark.

Sharla Cox
Administrative Assistant