

WATER DISTRICT BUDGET

RECEIVED

FEB 18 2025

FISCAL YEAR 20 25

DEPT. OF WATER RESOURCES
EASTERN REGION

The budget when adopted shall be filed with the secretary of the meeting and the watermaster shall immediately prepare and file a certified copy of the budget, along with a copy of all resolutions adopted at the annual meeting with the Idaho Department of Water Resources. When a county or counties are designated to collect the funds for the water district, a certified copy of the budget and resolutions must additionally be filed with the designated county or counties. (§ 42-613, Idaho Code)

Water District No. 13T

Water District Name (Stream/Source): BANCROFT LUND AREA

Watermaster: KATIE PANER

Annual Meeting Secretary: JASON STODDARD

Annual Meeting Secretary Address: 1987 ONE MILE ROAD, GRACE ID 83241

Annual Meeting Secretary Telephone/Email: jason@stoddardfarms.com

Please check the appropriate box regarding the collection of water district funds.

☒ The water district collects its own funds.

☐ _____ County is designated to collect the water district funds.
(County name)

☒ A complete copy of adopted resolutions must be attached to this document. Highlight any resolutions that were added or changed. A copy of the adopted budget and resolutions must additionally be filed with the designated county or counties.

As the appointed watermaster of water district no. 13T, I HEREBY CERTIFY that the adopted budget, and the resolutions included in this submittal, are true and correct to the best of my knowledge.

KATIE PANER
Watermaster printed name

KP 2-11-25
Watermaster signature Date

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FEB 13 2025
DEPT. OF WATER RESOURCES
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Water District 13T Adopted Operating Budget 2025

Water Master Compensation (\$25 an Hour)	\$4,000.00
Treasurer Compensation	\$1,500.00
Workers Comp	\$420.00
FICA/ Medicare	\$450.00
Legal Fees/Reserve/Miscellaneous	\$450.00
Vehicle Mileage for Watermaster	\$650.00
Office Supplies/Payroll Fees	<u>\$250.00</u>
TOTAL	\$7,720.00*

Budget line item totals are estimates, actual line item cost may vary. Expenditures shall not exceed the \$7,720.00 during the 2025 fiscal year.

If necessary, \$1,500.00 of cash reserves shall be used to cover expenses until all assessment income is received.

WATER DISTRICT 13T, BANCROFT LUND AREA

ADOPTED RESOLUTIONS THAT WILL REMAIN IN EFFECT UNTIL CHANGED BY SUBSEQUENT RESOLUTION OR OTHERWISE ALTERED BY A MAJORITY VOTE OF THE WATER RIGHT OWNERS IN THEIR ANNUAL MEETING OR SPECIAL MEETING CALLED FOR SUCH PURPOSE

2025 ADOPTED RESOLUTIONS**1. DISTRICT BOUNDARIES*****Adopted 2024***

Water District 13T (WD13T) is located within Caribou County and includes ground water rights in both Administrative Basin 29 and 13. The district boundary is shown in the map attached to the *Preliminary Order Creating Water District 129 and Modifying Water District 13T* ("Order"), dated May 1, 2024. WD13T includes all Basin 29 ground water rights within the water district boundary except for ground water domestic and stockwater rights as defined by Idaho Code §§ 42-111 and 42-1401A(11). Additionally, WD13T includes all Basin 13 ground water rights having irrigation as a purpose of use within the water district boundary.

2. WATERMASTER DUTIES***Adopted 2024***

The watermaster shall perform their duties as required by Chapter 6, Title 42, Idaho Code, and in accordance with:

- a. Direction and guidance provided by the Director of IDWR;
- b. The annual water district resolutions adopted herein;
- c. Guidance and input from the WD13T Advisory Committee.

3. WATERMASTER TERM OF SERVICE***Adopted 2024***

In accordance with Idaho Code § 42-608, the watermaster's term of service shall begin upon appointment by the Director of IDWR immediately following the annual meeting election and continue until the next annual meeting or until a successor is appointed.

4. WATERMASTER ASSISTANTS***Adopted 2024***

It is resolved that the watermaster is authorized to hire watermaster assistants to aid in discharging the watermaster's duties. Watermaster assistants must obey the watermaster's instructions. Watermaster assistants have the same responsibilities and authority as the watermaster and must take the same oath as the watermaster. The compensation for watermaster assistants shall be fixed at the annual meeting and included in the adopted budget.

5. DISTRICT TREASURER***Adopted 2024***

It is resolved that the elected Treasurer for WD13T will serve until a successor is elected or appointed. The treasurer's duties will be to maintain financial records, collect and disburse water district funds, and prepare or authorize a review of the district's financial affairs at the end of each fiscal year, per Idaho Code § 42-619. The district treasurer will be paid an annual flat fee.

6. ADVISORY COMMITTEE STRUCTURE***Adopted 2024***

It is 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 district's structure, governance, and operation. **Three** water users, water rights owners, or representatives of entities owning water rights within the district shall comprise the advisory committee. The advisory committee members should represent all water users within the district and should represent the following types of water uses or geographical areas:

- **One from Administrative Basin 13, one from Administrative Basin 29**
- **One minimum assessment member**

7. ADVISORY COMMITTEE REPLACEMENTS

Adopted 2024

It is resolved that if an advisory committee member resigns or cannot continue serving on the committee, the remaining advisory committee members are authorized to select a replacement member to serve until the water users select a successor at the next annual meeting.

8. DISTRICT FISCAL YEAR AND WATER YEAR

Adopted 2024

It is resolved that the fiscal year for WD13T be defined as **February 1 to January 31st**. The fiscal years shall be referred to using the year of the meeting during which the budget for that fiscal year was adopted. The total annual volume of water recorded for water users authorized to divert year-round or outside of the irrigation season (i.e., municipal users) shall be from November 1st of the previous year to October 31st.

9. ANNUAL MEETING DATE

Adopted 2024

It is resolved that the annual meeting for WD13T shall be held on the **second Tuesday in February** of each year at a time and place to be determined each successive year unless the Director of IDWR should find it necessary to change the meeting date or by resolution of the district at an annual meeting. The next annual meeting will be held on **February 11, 2025, at 10:00 AM**.

10. ANNUAL MEETING MINUTES AND RESOLUTIONS

Adopted 2024

Copies of the annual meeting minutes and all approved resolutions shall be filed with the Director of IDWR immediately after the annual meeting in accordance with Idaho Code §§ 42-605(5) and 42-613.

11. PROPOSED BUDGET

Adopted 2024

The watermaster, working with the advisory committee, shall prepare a proposed budget prior to the annual meeting of the WD13T water users in accordance with Idaho Code § 42-605(A) and § 42-612.

12. COLLECTION OF THE BUDGET AND DISBURSEMENT OF FUNDS

Adopted 2024

It is resolved that the adopted budget be collected from the water users by the WD13T Treasurer as provided by Idaho Code § 42-613(3). The treasurer will assess each water user in pro-rata amounts as determined by the budget, formally adopted at the annual meeting. All funds shall be deposited into a bank account maintained by the water district at **Ireland Bank in Grace, ID**. The treasurer shall disperse funds from the water district bank account using two-party signature checks when the amount is greater than **\$1,000**, signed by the treasurer and one advisory committee member.

13. ASSESSMENTS

Adopted 2024

Assessments shall be consistent with Idaho Code §42-610 and §42-612, requiring proposed water district budgets and annual assessments to individual water right holders to be prorated based upon the average amount of water delivered or used by the water right holders during the past season or seasons (not to exceed five seasons). If the past season delivery records are not available, the watermaster may estimate the volume of water delivered or reasonably used when water was available under the priority of the right during the past season or seasons.

Whereas no records of water delivery currently exist in the newly created WD13T, it is resolved that WD13T will: (a) assess all water users based on the total volume of water authorized by each water user until water use records are available. For water rights not listing a volume limit (i.e, municipal water rights), the total acre feet (AF) shall be estimated by the total authorized diversion rate (cfs) x 1.9835 (AF per day/cfs) x 180 days (approximately six months of continuous use at full authorized diversion rate)

14. MINIMUM USER FEE

Adopted 2024

It is resolved that a minimum charge of **\$75** per water right owner shall be assessed. Whenever the prorated charge to a user is less than **\$75**, that user will be assessed **\$75**.

15. FINAL ASSESSMENT DETERMINATION

Adopted 2024

It is 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.

16. PAYMENT OF ASSESSMENTS

Adopted 2025

It is resolved that annual assessments shall be **due April 1st 2025**. The postmark date will be considered the date of payment. Accounts not paid by the due date 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. 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.

17. ENTRY OF LANDS BY WATERMASTER

Adopted 2024

It is resolved that the watermaster and any watermaster assistants are authorized as employees of IDWR under Idaho Code § 42-1701(5) to make reasonable entry on lands within the district, in accordance with IDWR policy to carry out the duties of the watermaster as instructed by IDWR. These duties include but are not limited to:

1. Inventory of diversions in the district, including inspection of conveyance infrastructure and place of use of water.
2. Measuring and recording rates of diversions and regulating diversions as necessary.
3. Monitoring the place, period, and nature of use of water to identify unauthorized diversion and use and/or to determine compliance required by any agreement or order of IDWR.

18. SETTING THE 2025 BUDGET

Adopted 2025

It is resolved that the **2025** operating budget for WD13T is as follows:

Watermaster & Assistant Watermaster Wages (\$25/hr.)	\$ 4,000 total
Treasurer Annual Compensation	\$ 1,500
Worker's Compensation	\$ 420
FICA/Medicare/	\$ 450
Vehicle Mileage for Watermaster and Assistants	\$ 650
Cell Phone, Computer, Internet	\$ 600
Legal Fees/ Reserve/ Miscellaneous	\$ 450
Office Supplies and Misc.	\$ 250
Total	\$ 7,720*

* Budget line item totals shown are estimates; actual line item costs may vary, but the total water district expenditures shall not exceed **\$7,720** during this fiscal year. Assessments will be based on **\$7,720**; **\$0** will come from the cash reserves. If necessary, **\$1,500** of cash reserves can be used to cover the annual expenses.

19. ELECTION OF 2025 WATERMASTER

Adopted 2024

It is resolved that **KAID PANEK** be elected as Watermaster for WD13T for the ensuing year.

20. ELECTION OF 2025 TREASURER

Adopted 2024

It is herewith resolved that **ANDREW SIMONSON** be elected as Treasurer for WD13T for the ensuing year.

21. 2025 ADVISORY COMMITTEE MEMBERS

Adopted 2024

It is herewith resolved the WD13T Advisory Committee members for the ensuing year shall be the following:

Member #1 (regular assessment, Admin. Basin 29)	JOHN COLTER WELCH
Member #2 (regular assessment, Admin. Basin 13)	JASON STODDARD
Member #3 (minimum assessment)	RYAN CHRISTENSEN /CENTRAL CEMETERY