

**Water District 110**  
**Advisory Committee Meeting Minutes (Draft)**

February 5, 2025, Zoom

Those in attendance were Paige Pategemas, Daren Bitter, Lynn Burtenshaw, Mike Cope, Kirk Jacobs, and Don Parker. IDWR representatives were Blake Jordan, Harrison Haddock, Tanner Wood, and Christina Henman.

At 11:12 a.m. the Water District 110 (WD 110) advisory meeting was called to order by Kirk Jacobs.

Blake Jordan introduced Harrison Haddock and Tanner Wood as new IDWR employees who will be assisting with water district work.

Blake Jordan reviewed the previous year's minutes. Daren Bitter moved to approve; seconded by Lynn Burtenshaw: Motion passed.

Blake Jordan reviewed the financial report. The Balance Sheet Prev Year Comparison document showed a minor negative Accounts Receivable balance due to an overpaid assessment the previous year. The Profit and Loss Budget vs. Actual document's Expense line reflected that only 52.23% of the anticipated IDWR Contract was utilized. Blake explained that this was due to being short staffed for most of the year. A question was asked regarding how the district generated the Interest Income reflected on the document; it was explained that the interest comes from the regular checking account. There was discussion regarding whether the district would be able to deposit money not allocated to bills into a CD or other higher interest-bearing account. Blake explained that the water district's money belongs to the water district, and that the district has the discretion to do what they wish to with it. The Advisory Committee decided to explore potential options.

Blake Jordan reviewed the proposed budget. Blake proposed a change in how assessments are collected, with the details of the change to be reflected in the resolutions. He also clarified that the IDWR contract includes all IDWR staff, including a buffer to cover any salary increases. There was discussion regarding whether assessment collections should be lowered in order to spend down the surplus budget and whether having monthly measurement readings will affect assessments. Blake explained that the monthly reporting requirement is the responsibility of the groundwater district, and that IDWR only intends to perform beginning, mid-season, and end-of-season measurements. There was discussion about exploring the option of using an app to allow water users to self-report. The committee decided to move forward with the proposed budget as written.

Blake Jordan reviewed the resolutions and proposed changes. The resolutions specifying that Blake Jordan will be appointed Watermaster and Kirk Jacobs will be appointed Treasurer had no change. Minor changes were made to update dates from 2024 to 2025. Resolution #6 was updated to reflect the updated proposed budget amount. Resolution #8 included significant changes, striking all previous language and replacing it with a new resolution reflecting the proposed change in how assessments are to be collected. The reason for this change is to bring the methodology in line with current statute. Currently, assessments are based on water rights/diversions; however, statute says that assessments should be based on water usage. Primary changes include: waiving assessment fees for domestic/stockwater rights as described in Idaho Code §42-111, set a minimum assessment of \$25.00 for those with water rights that are not measured (this will bring in ~15 water users who have not been receiving assessments), and utilize a 5-year averaging system. Discussion regarding these changes included clarifying that the assessment will be sent to whoever owns the water right and will be based on the diversion and volume pumped; whoever uses the water will be the one who pays for it. It was also

clarified that assessments do NOT determine or impact the validity of a water right, nor do they play a part in forfeiture; assessments are purely for accounting and financial purposes. It was clarified that Jefferson Clark Ground Water District is responsible for their overall assessment, and that they may pass the assessments on to their water users as they deem appropriate.

Lynn Burtenshaw moved to approve the Financial Reports, Proposed Budget, and Resolutions; seconded by Darren Bitter: Motion passed.

Blake Jordan asked if the committee would like to review the Watermaster's Report or wait to hear it at the Annual Meeting. It was decided to present it at the Annual Meeting.

Blake Jordan gave a brief overview regarding the creation of new water districts and explained that it is likely that Water District 110 will see some expansion. If this becomes the case, public information meetings will be held.

The advisory committee did not present any proposed changes in its members.

Darren Bitter moved to adjourn the meeting; seconded by Don Parker: Motion Passed

The committee adjourned the meeting at 12:33 p.m.



Christina Henman, 2025 Meeting Secretary

2/5/2025

Date

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