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MAY 01 2017

DEPT OF WATER RESOURCES
SOUTHERN REGION

**ANNUAL MEETING MINUTES
WATER SUB-DISTRICT 71, STANLEY AREA
MONDAY MARCH 20, 2017, 1:00 PM
STANLEY RANGER STATION**

The meeting was called to order by Brett Woolley at approximately 1:35 pm. Several Advisory Committee members were delayed due to an earlier meeting.

Present were: Cliff Hansen-Rancher, Advisory Committee Member for 71 and 170, David Bennion-Member and Secretary of Stanley Lake Creek Water Users Assoc., Jim Humphrey-H-Hook Ranch, Rancher, Brett Woolley-Woolley Ranch, Barry Neiwert-Association President for WoHelo Subdivision, Fisher Creek, Tom Stuart-landowner, Jeff Ballas-Representative for Fisher Creek Partners/Rocky Mountain Ranch, setting in for Bill Lavelle, Cindy Yenter-170 watermaster, and Amy Cassel, IDWR Water Transactions Program.

Brett Woolley made the motion that Cliff Hansen Chair the meeting, Jim Humphreys seconded the motion. Motion passed unanimously.

The 2016 minutes were read. Motion to accept the minutes was made by Tom, seconded by Jeff. Motion passed unanimously.

There was a proposal made to replace Bill Lavelle on the Advisory Committee with Jeff Ballas, and for David Bennion to take the seat formerly held by Sherrill Baird. The Advisory Committee composition and members are contained in the Resolutions and final vote will take place when the Resolutions are adopted.

The Chairman asked for the Financial Report. Cindy presented in Melodie Baker's absence. We have a carryover of \$4,500. There was brief discussion about applying a portion of the carryover to this year's assessment and carrying over the rest. A much longer discussion ensued about the sale of the Fury-Racine property and the sale of the rights to the Idaho Water Resource Board (IWRB). With these rights no longer diverted and in the water bank, the District loses this contribution to the budget. The IWRB will rent the rights to help meet minimum instream flows on Goat and Meadow creeks, and has made an offer to the Water District for a lump sum payment to help pay for administration of instream flows and offset budget losses for a long-term period (100 years). This offer is still being considered by the Advisory Committee. Members are concerned about carry water for remaining rights.

The Chairman asked for the Watermaster's Report. Cindy presented in Morgan Miller's absence. We are gathering more information on the diversions and adding mostly small water users who are subject to administration but not required to measure. These users are charged a minimum charge which helps offset the budget and subsidize the rest of the larger users. Cindy also presented a watermaster report for WD170 including an overview of activity in other subdistricts.

Proposed budget - the proposed budget made no changes to watermaster or secretary/treasurer salary, and only a minor adjustment for federal mileage charge. Motion was made by Tom Stuart to adopt the

budget at \$14,160 and rollover \$2,000 of the carryover and so the assessments to collect this year will be \$12,160, second by Brett Woolley. Motion passed unanimously.

RESOLUTIONS:

Advisory Committee will be modified as discussed earlier.

Watermaster- Morgan Miller agreed to serve as watermaster again. Brett made the motion to keep Morgan Miller as the Watermaster. Seconded by Barry.

New Sub-District 71 Representative for 170-There was discussion on Cliff staying as the representative for 71 for WD170 meetings. The decision was to keep Cliff in that position for now even though he is usually out of state in January. He can designate another Advisory member to attend the 170 meetings.

New Resolution-The advisory committee of Sub-District 71 shall be given authority to negotiate with the Idaho Water Resource Board on the Western Rivers transactions project. Chairman of the advisory committee may execute any necessary documents.

Cindy asked for a single motion to adopt all changed resolutions including Advisory Committee, Budget, and Powers and Duties of Advisory Committee. Motion made by Tom, seconded by Brett. Passed unanimously.

Cliff asked if we needed to have an audit. Cindy thinks we are way under the required limit to have audits.

Amy Cassel presented some additional clarifying information about the pending Fury Transaction and administration of instream flows.

The Chairman asked if there was any other business. None was presented.

Motion was made to adjourn by Barry, Second Jeff. Motion passed unanimously. Meeting adjourned 2:25 pm.

Respectfully submitted,

Melody Baker, WD71 Secretary/Treasurer

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**WATER DISTRICT 71
ADOPTED BUDGET 2017**

Date: March 20, 2017

Proposed Expenses

Watermaster Wages (\$25/hr, approximately 220 total hours)	\$5,520.00
Secretary/Treasurer Wages (\$25/hour not to exceed 100 hours)	\$2,500.00
FICA/Medicare/Workers Comp (est 7.65% of wages + \$350 WC)	\$1,000.00
Vehicle Mileage (4000 miles @ 0.535 / mile)	\$2,140.00
Supplies / misc	\$500.00
Contingency	\$2,500.00
TOTAL PROPOSED BUDGET	\$14,160.00
Carryover	\$2,000.00
<i>TOTAL AMOUNT TO COLLECT</i>	\$12,160.00

Budget Apportionment

Total Non-Consumptive 2016 Delivery (24-hr cfs)	20,565.5
Total Consumptive 2016 Delivery (24-hr cfs)	15,891.0
Base Assessment Cost Factor (per 24-hr cfs)	0.77
Adjusted Assessment Cost Factor (per 24-hr cfs)	0.53
Minimum Charge	\$50.00

SUB-DISTRICT NO. 71
TREASURER'S REPORT 2016
March 1, 2016 through February 24, 2017

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	<u>Mar 1, '16 - Feb 24, 17</u>
Income	
INTEREST INCOME	1.71
Late Fee-Assessment	26.74
REIMBURSEMENT	1.57
Water Assessment Fee	9,988.50
Total Income	<u>10,018.52</u>
Gross Profit	10,018.52
Expense	
Bank Fees	5.00
Insurance	
Workers Comp	306.00
Total Insurance	<u>306.00</u>
OFFICE EXPENSES	
BOOKKEEPING	1,710.00
Office Supplies	122.26
Post Office Box Cost-annual	66.00
Total OFFICE EXPENSES	<u>1,898.26</u>
Watermaster Mileage	1,972.62
Watermaster-Payroll Expenses	5,422.41
Total Expense	<u>9,604.29</u>
Net Income	<u>414.23</u>
Starting Balance	4091.52
Income	10,018.52
Expenses	9,604.29
Ending Balance	<u>4,505.75</u>

**WATER DISTRICT 71
STANLEY AREA SUB-DISTRICT**

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

ANNUAL MEETING DATE**Adopted 2012**

It is resolved that the Annual Meeting for the Basin 71 Sub-Water district shall be held the third (3rd) Monday in March at a time and place to be determined each successive year.

Note: This is the latest date allowed by statute.

PROPOSED BUDGET DISTRIBUTION**Adopted 2013**

It is resolved that the proposed budget for the ensuing year be provided to users with the notice of the annual meeting each year.

WATERMASTER TERM OF SERVICE**Adopted 2009**

It is 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.

**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.

DISTRICT FISCAL YEAR**Adopted 2016**

It is resolved that the fiscal year for Sub-district No. 71 be defined as starting on the first of the month following the annual meeting, and ending on the last day of the month of the annual meeting. The fiscal years shall be referred to using the year of the meeting during which the budget for that fiscal year was adopted.

WATERMASTER EMPLOYMENT AND COMPENSATION**Adopted 2016**

Watermaster is an employee of the Sub-district, to be paid monthly based on actual hours worked and to be reimbursed for mileage at the federal reimbursement rate in effect at the time the mileage was incurred.

TREASURER COMPENSATION**Adopted 2016**

The Treasurer will be paid as independent contractor at \$25/hr, plus mileage reimbursement for travel at the federal reimbursement rate in effect on the date the mileage was incurred. Treasurer shall be paid monthly based on actual hours worked and mileage incurred during the previous 30-day pay cycle.

WATER DISTRICT 71 STANLEY AREA SUB-DISTRICT

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RESOLUTION TO COLLECT BUDGET

Adopted 2009

It is 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.

MINIMUM USER FEE

Adopted 2009

It is 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.

FINAL ASSESSMENT DETERMINATION

Adopted 2010

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.

DISTRICT PAYMENT TERMS

Adopted 2016

It is 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. All assessments shall be paid in United States funds.
3. 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.

VOTING BY ALTERNATIVE METHOD

Adopted 2009

It is 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

ADVISORY COMMITTEE STRUCTURE

Adopted 2013

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 structure, governance and operation of the district. Six water users shall comprise the advisory committee. The advisory committee members for the ensuing year shall be appointed at the annual meeting.

**WATER DISTRICT 71
STANLEY AREA SUB-DISTRICT**

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SUB-DISTRICT 71 ADVISORY COMMITTEE MEMBERS

Adopted 2017

The advisory committee members for the ensuing year shall be the following :

- Member #1: Cliff Hansen
- Member #2: Brett Woolley
- Member #3: Dan Woolley
- Member #4: Jeff Ballas
- Member #5: Jim Humphreys
- Member #6: David Bennion

WD170 ADVISORY COMMITTEE REPRESENTATIVE

Adopted 2015

It is herewith resolved that Cliff Hansen be appointed as the Basin 71 representative on the Water District No. 170 Advisory Committee for the ensuing year.

ADVISORY COMMITTEE POWERS AND DUTIES

Adopted 2017

It is resolved that the Advisory Committee of Water District 71 shall have the authority to negotiate with the Idaho Water Resource Board on the Western Rivers transaction project. The chairman of the advisory committee may execute any necessary documents.

DISTRICT TREASURER

Adopted 2013

It is resolved that Melodie Baker 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.

RESOLUTION SETTING THE 2016 BUDGET

Adopted 2017

It is resolved that the 2017 operating budget for Sub-district No. 71 is as follows (see attached worksheet):

- Watermaster Wages \$25/hour (\$5,520 total)
- Secretary/Treasurer Wages \$25/hr not to exceed 100 hours (\$2,500 total)
- FICA/Medicare (est. 7.65%) \$650
- Workers Comp. \$350
- Vehicle Mileage for Watermaster and Treasurer \$2140
- Office Supplies/misc \$500
- Contingency \$2,500
- Total \$ 14,160

* Budget line item totals shown are estimates; actual line item costs may vary, but the total cost incurred for the sub-district cannot exceed \$14,160 during this fiscal year.

WATERMASTER

Adopted 2016

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