

DISTRICT No. 161, MOUNTAIN HOME AREA WATER DISTRICT

**PREVIOUSLY ADOPTED RESOLUTIONS THAT 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**

DISTRICT CREATION AND BOUNDARIES

Adopted 2016

Water District 161 consists of the area and water rights as defined by the Preliminary Order Creating Water District No. 161 ("Order"), dated February 29, 2016. The district includes all ground water rights in the Administrative Basin 61 and a portion of Basin 63 as shown in the map attached to the Order, except rights used for domestic and stock water purposes as defined by Idaho Code § 42-111 and 42-1401A.

ADVISORY COMMITTEE STRUCTURE

Adopted 2016

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. Seven water users or water right owners, or representatives of entities owning water rights within the district shall comprise the advisory committee. The advisory committee members for the ensuing year shall represent all water users within the district and should represent the following types of water uses:

- Small irrigation (less than 10 acres)
- Large Irrigation (2 members)
- Commercial/Industrial (includes Dairy use)
- Municipal (cities)
- Domestic

(non-exempt domestic use such as sub-divisions, community wells, mobile home parks etc.)

- Mtn. Home Air Force Base

ADVISORY COMMITTEE REPLACEMENTS

Adopted 2018

It is herewith resolved that, in the event a member of the WD161 Advisory Committee resigns or is otherwise unable to continue to serve on the committee, the remaining members of the water district 161 advisory committee are authorized to select a replacement member to serve until a successor is selected by the users at the next annual meeting.

ADVISORY COMMITTEE MEMBERS

Adopted 2020

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

- Member #1: David Ascuena
- Member #2: Jim Blanton
- Member #3: Kresta Davis-Butts (or as designated by Idaho Power)
- Member #4: Larry Jewett
- Member #5: Danieza Lopez (or as designated by USAF)
- Member #6: Eric Orr
- Member #7: Daniel Brennan (or as designated by City of Mtn. Home)

ANNUAL MEETING DATE

Adopted 2016

It is herewith resolved that the Annual Meeting for Water District 161 shall be held on the third Tuesday of January 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 unless changed by resolution of the district at any annual meeting.

ANNUAL MEETING MINUTES

Adopted 2016

Copies of the minutes of the annual meeting 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).

WATERMASTER DUTIES

Adopted 2016

The Watermaster shall perform his or her 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 WD161 Advisory Committee.

WATERMASTER TERM OF SERVICE

Adopted 2016

As provided in Idaho Code § 42-608(4), 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 and qualified under the provision of Section 42-604, Idaho Code.

ENTRY OF LANDS BY WATERMASTER

Adopted 2016

It is herewith 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.

DEPUTY WATERMASTER

Adopted 2017

The Watermaster is authorized to select one person who, upon appointment by the Director of IDWR, shall be employed by Water District No. 161 as a Deputy Watermaster to assist the Watermaster in performing his duties and responsibilities as provided by Idaho law.

DEPUTY WATERMASTER COMPENSATION

Adopted 2017

Deputy Watermasters are employees of Water District No. 161, to be paid a monthly salary as specified in the adopted budget and will be reimbursed for mileage at the federal reimbursement rate in effect at the time the mileage was incurred. Monthly Salary will be pro-rated for portions of months worked at the beginning and ending of service.

TREASURER COMPENSATION

Adopted 2017

The Treasurer will be paid as independent contractor on a flat fee of \$3,500 annually.

COLLECTION OF THE BUDGET AND DISBURSEMENT OF FUNDS

Adopted 2017

It is herewith resolved that the adopted budget for Water District No. 161 be collected from the water users by the Water District No. 161 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 bank account maintained by the water district at US BANK in Mountain Home, ID. Treasurer shall disperse funds from water district bank account using two-party signature checks signed by Treasurer and one member of the Advisory Committee.

MINIMUM USER FEE

Adopted 2020

It is herewith resolved that a minimum charge of \$17.00 per water right owner shall be assessed. Whenever the prorated charge to a user is less than \$17.00, that user will be assessed \$17.00.

FINAL ASSESSMENT DETERMINATION

Adopted 2017

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.

DISTRICT PAYMENT TERMS

Adopted 2017

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

1. Annual Assessments shall be payable on or before April 1. Any other billing is due within thirty (30) days of the billing date. 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 § 42-617 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.

DISTRICT FISCAL YEAR

Adopted 2017

It is herewith resolved that the fiscal year for Water district No. 161 be defined as February 1st 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.

RESOLUTION SETTING THE 2020 BUDGET

Adopted 2020

It is herewith resolved that the 2020 operating budget for Water District No. 161 is as follows:

Deputy Watermaster Wages \$1,437/month (\$17,244 total)

Secretary/Treasurer Wages - \$3,500

FICA/Medicare/Workers Comp. \$2,800

Cell phone, Computer, Internet \$2,200

Vehicle Mileage for Deputy Watermaster \$5,000

Office Supplies/misc \$500

Contingency/Carryover \$20,000

Total \$ 51,244

* Budget line item totals shown are estimates; actual line item costs may vary, but the total cost incurred for the district cannot exceed \$51,244 during this fiscal year.

2020 WATERMASTER SERVICES

Adopted 2020

It is herewith resolved that the Idaho Department of Water Resources (IDWR) be elected to provide watermaster services for Water District 161 at no cost to the district and that the Director of IDWR appoint Nick Miller, an employee of IDWR, or other employees of IDWR as may be necessary, to serve as the watermaster for the ensuing year.

DISTRICT TREASURER

Adopted 2020

It is herewith resolved that Chris Alzola be appointed as secretary/treasurer for Water District No. 161 until a successor is elected or appointed. The duties of the treasurer will be to maintain financial records, disburse water 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.

CASH CARRYOVER LIMITED

Adopted 2020

Starting with adoption of the 2021 budget, cash carryover shall not exceed \$20,000.

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RESOLUTION SETTING THE 2021 BUDGET

Proposed 2021

It is herewith resolved that the 2021 operating budget for Water District No. 161 is as follows:

Deputy Watermaster Wages \$1,437/month (\$17,244 total)

Secretary/Treasurer Wages - \$3,500

FICA/Medicare/Workers Comp. \$2,800

Cell phone, Computer, Internet \$2,200

Vehicle Mileage for Deputy Watermaster \$5,000

Office Supplies/misc \$500

Contingency \$20,000

Total \$ 51,244

* Budget line item totals shown are estimates; actual line item costs may vary, but the total cost incurred for the district cannot exceed \$ 51,244 during this fiscal year.

MINIMUM USER FEE

Proposed 2021

It is herewith resolved that a minimum charge of \$45.00 per water right owner shall be assessed.

Whenever the prorated charge to a user is less than \$45.00, that user will be assessed \$45.00.

2021 WATERMASTER SERVICES

Proposed 2021

It is herewith resolved that the Idaho Department of Water Resources (IDWR) be elected to provide watermaster services for Water District 161 at no cost to the district and that the Director of IDWR appoint Nick Miller, an employee of IDWR, or other employees of IDWR as may be necessary, to serve as the watermaster for the ensuing year.

2021 DISTRICT TREASURER

Proposed 2021

It is herewith resolved that Chris Alzola be appointed as secretary/treasurer for Water District No. 161 until a successor is elected or appointed. The duties of the treasurer will be to maintain financial records, disburse water 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.

ADVISORY COMMITTEE MEMBERS

Proposed 2021

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

Member #1: David Ascuena

Member #2: Jim Blanton

Member #3: Kresta Davis (or as designated by Idaho Power)

Member #4: Larry Jewett

Member #5: Michael McDaniels (or as designated by USAF)

Member #6: Eric Orr

Member #7: Daniel Brennan (or as designated by City of Mtn. Home)