

# WATER DISTRICT BUDGET

FISCAL YEAR 20 21

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WATER RESOURCES  
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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. 61-E

Water District Name (Stream/Source): Cold Spring Creek

Watermaster: Rick Wootan

Annual Meeting Secretary: Paula Riggs

Annual Meeting Secretary Address: 5420 W Double Anchor  
Glenns Ferry, Id 83623

Annual Meeting Secretary Telephone/Email: 208-599-0446 priggs0446@gmail.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. 61-E, I HEREBY CERTIFY that the adopted budget, and the resolutions included in this submittal, are true and correct to the best of my knowledge.

Rick Wootan  
Watermaster printed name

[Signature]  
Watermaster signature

1/11/2021  
Date

## WATERMASTER'S PROPOSED BUDGET

Each watermaster shall, at least fourteen (14) days prior to the annual meeting of the water users of the water district, prepare a proposed budget for the upcoming year, together with a distribution of the pro rata amounts of the budget assessed to the respective water users or water delivery organizations using the actual volume of water delivered for the past season or seasons. **The proposed budget and distribution of pro rata assessments shall be presented to the water users for consideration and approval at the next annual meeting.** (§ 42-612, Idaho Code).

1. In the work space below, enter the past year or years watermaster salary, secretary and/or staff salaries, and expenses. Past season costs and expenses, or average past seasons' costs and expenses, may aid in determining next year's budget. A more detailed listing or itemization of expenses and salaries can be attached to this form.

### PAST YEAR OR YEARS ACTUAL EXPENSES

YEAR	WATERMASTER		ASSISTANT WATERMASTER, SECRETARY, STAFF, ETC.		OTHER EXPENSES		TOTAL COSTS
	DAYS	SALARY	DAYS	SALARY	ITEM	COST	
2018	43	3225. <sup>00</sup>		- 0 -	Postage Office Work Comp	30.20 293. <sup>00</sup>	3548. <sup>20</sup>
2019		3075. <sup>00</sup>		- 0 -	Office Work Comp	54.41 300. <sup>00</sup>	354. <sup>41</sup>
2020	42	5,271. <sup>60</sup>		- 0 -	BANK Work Comp	18. <sup>00</sup> 300. <sup>00</sup>	5,595. <sup>60</sup>

2. Complete the proposed budget section below for the upcoming year. Using the total water delivered from the watermaster report, calculate the the distribution of the proposed budget among water users, and complete the table on pages 3 and 4.

If this district uses a past-year average of deliveries for assessment purposes, please attach the record of past deliveries used to obtain average deliveries or complete the Delivery Averaging Worksheet on page 5.

### WATERMASTER'S PROPOSED BUDGET

Watermaster Salary .....\$ 8965.<sup>00</sup>

Assistant Watermaster Salary (if any).....\$ - 0 -

Treasurer Salary .....\$ - 0 -

Other Expenses.....\$ 425.<sup>00</sup>

Total Expenses for 2021 .....\$ 9390.<sup>00</sup>

3. Once a final budget is adopted, complete the Adopted Budget section on page three and make any adjustments to the Distribution of Budget table.

# BUDGET ADOPTED AT THE ANNUAL MEETING OF THE WATER USERS

WATER DISTRICT NO. 61-E

Watermaster Salary.....	\$	<u>8,965.<sup>00</sup></u>
Assistant Watermaster Salary (if any).....	\$	<u>- 0 -</u>
Treasurer Salary .....	\$	<u>425.<sup>00</sup></u>
Other Expenses .....	\$	<u>- 0 -</u>
Total Expenses for 20 .....	\$	<u>less BANK BALANCE</u> <u>{ 3,850.92 }</u> <u>5539.<sup>10</sup></u>

## DISTRIBUTION OF THE BUDGET AMONG USERS

INDIVIDUAL, DITCH OR CANAL COMPANY, ASSESSED	WATER RIGHT IDENT. NO.	ADDRESS	AMOUNT OF BUDGET	
Wilcox F Wilson Ranch		P.O. Box 33 Hammitt Id 61 Id 83625	\$ 345	07
ARK Properties LLC		11204 N. BAR 21 DR 61 Id 83625	\$ 273	37
CASA Del Norte LP		11204 N BAR 21 DR Glenns Ferry Id 83623	\$ 2909	41
Cold Springs LLC		4421 N. CRESCENT PL Boise Id	\$ 25	00
Dave Beans		11972 W. Peconic DR Boise Id 83709	\$ 25	00
Desert View Ranch		8725 Big Foot Rd Melba Id 83641	\$ 341	08
Double Anchor Ranch		5420 W. Double Anchor Glenns Ferry Id 83623	\$ 1242	10
Eduard Neuer		20 S Cold Springs Rd Hammitt Id 83627	\$ 25	00
Francis & Gay Ellis Trust		7335. Quail Dr Hammitt Id 83627	\$ 25	00
Joann Nurit		201 S Cold Springs Rd Hammitt Id 83627	\$ 25	00
Kelly & Paula Riggs		5420 W. Double Anchor Glenns Ferry Id 83623	\$ 297	63
Mule Shoe LLC		P.O. Box 141 Fairfield Id 83327	\$ 84	84
Susan Penney		321 Noriega St. San Francisco, CA 94122	\$ 25	00
			\$	
			\$	
			\$	

# **FY 2021 Distribution of Projected Expenses and Budget for Water District 61E**

Previous Year Cash Carry Forward	\$ 5850.90
<hr/>	
<b>Expenses</b>	
<hr/>	
Watermaster Salary 71 Calls at \$75 each	\$ 5,325.00
 Mileage Reimbursement 4,550 @ .80	 \$ 3,640.00
 Workers Comp	 \$ 325.00
Office Supplies	\$ 100.00
	\$
	\$
	\$
	\$
<hr/>	
<b>Total Expenses</b>	<b>\$ 9,390.00</b>
District Reserves Applied to Expenses	(\$)4850.90
Carryover for Next Year	\$ 1,000.00
<hr/>	
<b>Total Budget*</b>	<b>\$ 5,539.10</b>
 <hr/>	
<b>Total to Collect By Assessment**</b>	<b>\$ 5,539.10</b>

\*Total budget is the sum of total expenses, less any money used from cash carry forward, plus the remaining cash to carry forward for the next year.

\*\*Total to collect By Assessments is Total Expenses less any money used from cash carry forward.

User Name	2016 Total Delivery	2017 Total Delivery	2018 Total Delivery	2019 Total Delivery	2020 Total Delivery	Total Use last 5 years	5 year % average	2021 Assessmen t based on \$5539.10	2021 with minimums
ARK Properties	283	121.31	73	186.24	0	663.55	4.9353591%	\$ 273.37	\$ 273.37
Bean	16	25.5	0	0	0	41.5	0.3086691%	\$ 17.10	\$ 25.00
Blackwell / Jack	171	132.22	37	382.21	0	722.43	5.3732974%	\$ 297.63	\$ 297.63
Casa Del Norte									
Stock Water	228	375.86	187.2	1464.36	2695.68	4951.1	36.8253432%	\$2,039.79	\$ 2,039.79
Irrigation	783	415.63	303	0	0	1501.63	11.1688393%	\$ 618.65	\$ 618.65
Irrigation	0	374.16	235	0	0	609.16	4.5308166%	\$ 250.97	\$ 250.97
CDN Total:									\$ 2,909.41
Cold Springs LLC	25	4.257	5	0.61	1.3	36.167	0.2690033%	\$ 14.90	\$ 25.00
Denny	0	0	0	0	0	0	0.0000000%	\$ -	\$ 25.00
Desert View									
Irrigation	297	54.4	40	269.87	0	661.27	4.9184009%	\$ 272.44	\$ 272.44
Irrigation	0	67.4	79	0	0	146.4	1.0888954%	\$ 60.32	\$ 60.32
Irrigation	0	20.2	0	0	0	20.2	0.1502438%	\$ 8.32	\$ 8.32
Desert View Total:									\$ 341.08
Double Anchor									
Irrigation	614	251.6	242	711.24	705.91	2524.75	18.7786119%	\$1,040.17	\$ 1,040.17
Irrigation	0	359.14	131	0	0	490.14	3.6455684%	\$ 201.93	\$ 201.93
Double Anchor Total:									\$ 1,242.10
Ellis	21	0	12	0	0	33	0.2454477%	\$ 13.60	\$ 25.00
Hammett Livestock	189	152.2	120	149.8	226.58	837.58	6.2297613%	\$ 345.07	\$ 345.07
Hunt	0	0	0	0	0	0	0.0000000%	\$ -	\$ 25.00
Mule Shoe	38	52.46	56	22.83	36.65	205.94	1.5317427%	\$ 84.84	\$ 84.84
Neuer	0	0	0	0	0	0	0.0000000%	\$ -	\$ 25.00
Total	2665	2406.337	1520.2	3187.16	3666.12	13444.82	100.0000000%	\$5,539.10	\$ 5,643.50



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## TREASURER STATEMENT OF FINANCIAL AFFAIRS

TO: Idaho Department of Water Resources

FROM: Treasurer of Water District No. 61-E Water District Name: Cold Spring Creek

It shall be the duty of the water district treasurer to prepare a statement of the financial affairs of the district at the end of each fiscal year and to file the statement with the director of the department of water resources. (§ 42-619, Idaho Code)

An audit of the financial affairs of the district shall be made as required in § 67-450B, Idaho Code. A certified copy of the audit shall be filed with the director of the department of water resources following the audit. (§ 42-619, Idaho Code)

I, Teresa M McCallum, appointed treasurer of Water District No. 61-E, hereby submit the attached statement(s) for the district. These statement(s) document and account for all water district assets and finances including accounts receivable, accounts received, and monies disbursed on behalf of the district.

Please check the appropriate box

- ☒ Attached is a Statement of Financial Affairs of the district.
- ☐ Attached is a Statement of Financial Affairs and certified copy of the audit as required by § 67-450B, Idaho Code

I hereby certify that the attachment(s) noted above are true and correct copies of the required statement(s) for Fiscal Year 2020.

Teresa M McCallum 2/9/21  
Treasurer signature Date

11204 N. BAR 21 Dr Glenns Ferry Id 83623 208-599-1580  
Address Telephone E-Mail  
teresa.mccallum@idwr.idaho.gov

**Treasurer's Report**  
**Cold Springs Creek Water District #61E**  
**Annual Meeting**  
**January 11, 2021**  
**6:00 PM Glenns Ferry City Hall**

Beginning Balance 01/01/2020 \$3,481.80

**Deposits 2020:**

Assessments Collected:

Ark	\$ 541.71
Bean	\$ 33.88
Riggs	\$ 589.78
Casa Del Norte:	\$3,564.52
Cold Springs LLC	\$ 28.46
Denny	\$ 25.00
Desert View	\$ 684.37
Double Anchor	\$ 1,885.02
Ellis Trust	\$ 26.94
Hammett Livestock	\$ 498.81
Hunt	\$ 25.00
Mule Shoe	\$ 138.21
Neuer	\$ 25.00

Assessment Total: \$8,066.70

**Total:** **\$11,548.50**

**Expenses 2019:**

Rich Wootan – 42 call outs Jan-Dec, 2020 @ \$75	\$5,277.60
Workmans Comp	\$300.00
Bank Charges	\$18.00

**Total:** **\$5,595.60**

**Ending Balance 01/01/21** **\$5,952.90**

2:16 PM

01/11/21

Accrual Basis

# Cold Springs Creek Water Dist 61-E

## Profit & Loss

January through December 2020

	Jan - Dec 20
Income	
Assessments	8,066.70
Total Income	8,066.70
Expense	
Bank Charges	18.00
Contract Labor	5,277.60
Workmans Comp	300.00
Total Expense	5,595.60
Net Income	2,471.10



**RESOLUTIONS OF WATER DISTRICT 61E – COLD SPRINGS CREEK**

ADOPTED RESOLUTIONS WILL REMAIN IN EFFECT UNTIL CHANGED BY VOTE OF THE WATER RIGHT USERS AT THEIR ANNUAL MEETING OR SPECIAL MEETING CALLED FOR SUCH PURPOSE

**WATER DISTRICT 61E – COLD SPRINGS CREEK  
2021 PROPOSED RESOLUTIONS AND BUDGET**

The water users of Water District 61E (WD61E), as part of the annual district meeting held on January 11, 2021, at Glens Ferry City Hall in Glens Ferry, Idaho, HEREBY ADOPT THE FOLLOWING RESOLUTIONS:

**1. WATER DISTRICT 61-E JURISDICTIONAL BOUNDARIES**

Water District 61E is composed of the entire Cold Springs Creek drainage basin and is located in Elmore County as determined by the Director of IDWR. The watermaster is responsible for the distribution and control of the waters of Cold Springs Creek and its tributaries.

**2. ANNUAL MEETING DATE**

The annual meeting for WD61E shall be held on the second Monday of January of each year at a time and place to be determined each year. Water right holders at its annual meeting will: choose a meeting secretary and meeting chairman, may adopt resolutions governing the operations of WD61E, elect a watermaster, elect a treasurer, and adopt a budget for the ensuing year.

**3. ANNUAL MEETING MINUTES**

Annual meeting minutes shall be recorded by the chosen secretary for the annual meeting. A copy of the minutes of the annual meeting and adopted resolutions shall be filed with the Director of IDWR within five (5) business days after the annual meeting in accordance with Idaho Code 42-605(5).

**4. ADVISORY COMMITTEE**

The advisory committee will consist of all water users. The committee will serve as advisors to the Director of IDWR and watermaster. The advisory committee will meet as often as needed to address structure, governance and operation of WD61E.

**5. WATERMASTER DUTIES AND AUTHORITIES**

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

- Direction and guidance provided by the Director of IDWR;
- The annual water district resolutions adopted herein;
- Guidance and input from the WD61E Advisory Committee.

The watermaster's duties include but are not limited to:

- Ensuring that all regulated diversions within WD61E are equipped with lockable controlling works or headgates and measuring devices approved by IDWR;
- Measuring, recording and regulating amounts of water diverted by, or delivered to the individual water users;
- Reporting the total amount of water diverted and delivered during the watermaster's term of service;
- Preparing the required proration of assessments and the watermaster's annual report;
- Monitoring the place, period, and nature of use of water to identify unauthorized diversion and use and/or determine compliance required by any agreement or order of IDWR.

Any person that is kin to/or a water right holder within WD61E may not be watermaster or assistant watermaster, without 100 percent agreement of the water holders present at the annual meeting.

The watermaster and any watermaster assistants are authorized 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 consistent with Chapter 6, Title 42, Idaho Code, and as instructed by IDWR.

#### **6. ASSISTANT WATERMASTER DUTIES AND AUTHORITIES**

The watermaster is authorized to employ one assistant to fill in when the watermaster is not available. The compensation to be paid to the assistant watermaster for the performance of their duties shall be as specified in the adopted budget.

#### **7. WATERMASTER TERM OF SERVICES AND COMPENSATION**

**Rich Wootan** shall be elected to serve as watermaster of WD61E. The elected and appointed watermaster will be compensated up to the amount specified in the adopted budget at \$75.00 per callout. The watermaster will be reimbursed for mileage at the rate of 80 cents (\$0.80) per mile.

As authorized by Idaho Code 42-608(4), the watermaster's term of service shall begin upon appointment by the Director of IDWR following his or her election at the annual meeting and continue until the next annual meeting, or until a successor is appointed.

The expense adopted for watermaster services is based on the following anticipated callout schedule:

**January:** 1 for annual meeting and 2 per month

**February through August:** 2 per week

**September through December: 2 per month**

**Total call outs: 71**

## **8. WATER USER REQUIREMENTS**

### **1. MEASURING DEVICES AND HEADGATES**

All diversions on the mainstem of Cold Springs Creek shall be equipped with lockable headgates and working measuring devices consistent with the requirements of Idaho Code 42-701 unless specifically exempted by IDWR and the watermaster.

### **2. CALL FOR WATER**

Water users need to notify the watermaster when any water is to be turned on or off. Advance notice to the watermaster is appreciated to allow time for scheduling call outs.

### **3. CHANGES TO WATER RIGHT**

Water right holders are required to maintain current contact information on water rights through a Change of Address form or Notice of Change of Ownership form available on IDWR's website. A change to the point of diversion, place of use, period of use, and or nature of use requires an approved IDWR transfer.

## **9. TREASURER DUTIES AND COMPENSATION**

**Teresa McCallum** shall be elected as the treasurer of WD61E and be compensated \$ **0.00** as approved in the adopted budget. The treasurer shall maintain financial records, collect annual assessments in coordination with and on behalf of the watermaster, approve expenses, disburse water district funds and 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. The Treasure will maintain and prepare all correspondence. The watermaster and treasurer will prepare the agenda for the next annual meeting. The WD61E checking account is maintained at: First Interstate Bank, 400 N. 3<sup>rd</sup> East, Mountain Home, Idaho 83647.

## **10. DISTRICT FISCAL YEAR**

The fiscal year for WD61E is February 1 through January 31.

## **11. ADOPTED BUDGET**

The adopted budget for WD61E for the 2021 fiscal year, shall be \$ **5,539.10** . The annual amount of cash carryover by WD61E shall not exceed \$1,000.

## **12. COLLECTION OF THE BUDGET AND DISBURSEMENT OF FUNDS**

The adopted budget for WD61E shall be collected from the water users by the WD61E treasurer in coordination with the watermaster. The treasurer, in coordination with the watermaster, will make an assessment to each water user in pro-rata amounts as determined by the budget adopted at the annual meeting or special meeting called for that

purpose. All assessments collected shall be deposited in the bank account maintained by the water district. The WD61E treasurer shall only disburse funds for expenses incurred for water district purposes related to the delivery of water.

### **13. DETERMINATION OF ASSESSMENTS**

To determine the respective amounts to be paid by each water user, the assessments will be based on water delivered during the past four seasons (4) until five (5) seasons are available. The proposed budget and assessment amounts made to the water users prepared by the watermaster shall be made available for review by the water users at least fourteen (14) days prior to the annual meeting. The assessment amount for each user as shown in the budget adopted at the annual meeting shall constitute a final determination of the amount due for that year.

### **14. MINIMUM ASSESSMENT**

A minimum charge of \$25.00 per water right owner or water user shall be assessed, whenever the prorated charge to the water right owner or water user would be less than \$25.00.

### **15. PAYMENT OF ASSESSMENTS**

Annual assessments shall be payable on or before April 1. Any other billing is due within thirty (30) days of the billing date. 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% each month.

The watermaster is authorized to terminate water delivery to any water user whose assessments are not paid in full by the due date and will not resume delivery until the outstanding amount is paid in full.