



State of Idaho

DEPARTMENT OF WATER RESOURCES

1301 North Orchard Street, Boise, ID 83706 - P.O. Box 83720, Boise, ID 83720-0098
Phone: (208) 327-7900 Fax: (208) 327-7866 Web Site: www.idwr.state.id.us

DIRK KEMPTHORNE
Governor

KARL J. DREHER
Director

March 8, 2001

Dale Wistisen, Secretary/Treasurer
Water District 13-T
PO Box 128
Bancroft, ID 83217

Craig Shuler, Watermaster
Water District 13-T
255 W 4 South St
Soda Springs, ID 83276

Re: Annual Budget Reports and Watermaster Summary

Dear Gentlemen,

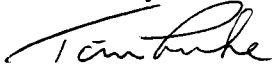
Idaho Code requires all active water districts to submit copies of annual budget and watermaster reports to the Idaho Department of Water Resources. Copies of the minutes of the annual meeting and any resolutions adopted at such meeting are also to be submitted to IDWR. Our office has not received any reports for the year 2000 nor have we received any copies of the minutes from the 2001 district meeting or a copy of the proposed budget for 2001.

I recognize that Water District 13-T is somewhat unique in that all the diversions are limited to groundwater use only. I further recognize that the watermaster's duties in your district vary somewhat from those in more traditional districts. The Department's traditional annual watermaster and water district budget forms do not necessarily fit the activities and requirements of your district. The Department therefore does not believe it is necessary that these exact forms be completed and returned to IDWR. However, we do feel it is important that the district provide at least a copy of the annual meeting minutes along with a copy of the approved adopted budget and a report showing the itemized expenses and income for the previous year. We would expect that the approved budget and summary of expenses and income be shown in some type of standard accounting format such as a typical income/expense or cash flow balance sheet. Such budget should be itemized for the various expenses of the district. Also, the District should provide a listing of the amount assessed to each user in the district even if it is on a biannual basis, as I believe is the case with your district.

In addition to budget information, I feel it is also important for this district that the watermaster provide at least some type of written summary regarding his activities during the year. This type of summary serves to document the watermaster's activities over time and is a useful supplement to the annual water use report that the Department provides each year. The summary and the annual budget information are needed in the event the Department receives particular questions relative to the operation of the district.

Please contact me directly at 327-7864 if you have any questions regarding this matter.

Sincerely,

A handwritten signature in cursive script that reads "Tim Luke".

Tim Luke
Water Distribution

Cc: Bart Christensen, Advisory Committee Chair
IDWR Eastern Region

Enclosure: Water District Statutes

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Idaho Statutes

TITLE 42
IRRIGATION AND DRAINAGE -- WATER
RIGHTS AND RECLAMATION
CHAPTER 6
DISTRIBUTION OF WATER
AMONG APPROPRIATORS

42-606. REPORTS OF WATERMASTERS. All watermasters shall make an annual report to the department of water resources prior to the expiration of the watermaster's appointment for the current year. This report shall show the total amount of water delivered by the watermaster during the preceding year, the amount delivered to each water user, the total expense of delivery and the apportionment of expenses among users and all debits and credits to be carried over to the following year. Such report shall also include records of stream flow the watermaster used or made in the process of distributing water supplies. The director may ask for other information deemed necessary in assuring proper distribution of water supplies within the district. The reports of watermasters to the department of water resources shall be filed and kept in the office of the department.

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Idaho Statutes

TITLE 42
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42-612. BUDGET OF WATER DISTRICT -- ADOPTION AND CONTENTS -- DEBT OF WATER USER. (1) At any annual meeting the water users must adopt a budget covering the estimated expenses of delivering the water of the district for the ensuing year, and by resolution determine that the budget shall be collected. The compensation of the watermaster and the watermaster's assistants and any other expenses of delivering the water of the district to the users thereof, including the costs of the advisory committee in implementing resolutions adopted by the water users of the district for activities other than the payment of the salary and operating expenses of the watermaster and assistants, shall be paid in the manner hereinafter, in this section, provided.

(2) To the extent possible, funding for advisory committee expenses associated with implementing resolutions adopted by the water users for other than the payment of the salary and operating expenses of the watermaster and assistants shall come from funds available pursuant to section 42-613A, Idaho Code.

(3) The budget shall show the aggregate amount to be collected from all the water users in the district, and the amount to be paid by each ditch, canal company, irrigation district or other water user. For the purpose of computing the respective amounts, to be paid by each water user, the water delivered to the various ditches, canal companies, irrigation districts or other users during the past season or seasons, not exceeding five (5) seasons, shall be used as a basis.

(4) Upon the adoption of the budget the amount payable by each ditch, canal company, irrigation district or other water user, as shown by the budget, shall become the debt of each respectively and shall become due and payable as hereinafter provided. Other provisions of chapter 6, title 42, Idaho Code, notwithstanding, water users may at the annual meeting by resolution provide for an annual minimum charge not to exceed fifty dollars (\$50.00) per water user for watermaster services. The minimum charge is applicable whenever the prorated charge against any ditch, canal company, irrigation district or other water user is less than the minimum charge.

(5) Other provisions of chapter 6, title 42, Idaho Code, notwithstanding, water users at the annual meeting may provide, by resolution, that the respective amounts owed by each water user as shown in the adopted budget shall constitute a final determination of the amount due for that year without the need to carry forward any water user debits or credits to the following year.

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Idaho Statutes

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42-615. PROPOSED BUDGET FOR SUCCEEDING YEAR. Each watermaster shall, at least thirty (30) days prior to the annual meeting of the water users of the water district, also prepare and file with the department of water resources a proposed budget for the succeeding year, together with a distribution of the amount of said budget to the respective water users, using the actual deliveries for the past irrigation season or seasons, as the basis for said distribution as hereinabove provided, which said proposed budget and distribution shall be submitted to the water users for consideration and approval at the next annual water meeting.

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