

WATERMASTER'S REPORT

RECEIVED

DEC 21 2017

Department of Water Resources
Eastern Region

From AP 10, 20 17 To Sept 20, 20 17

Water District No. 13, Q

Name of Watermaster LYNN RASMUSSEN

P.O. Address 168 Lago-Liberty Rd Grace ID. 83241

AFFIDAVIT OF WATERMASTER

STATE OF IDAHO)
) ss.
COUNTY OF _____)

LYNN RASMUSSEN, being first duly sworn, deposes and says that he is Watermaster of Water District 13-Q, having been lawfully appointed by Gary Spackman, Director, Idaho Department of Water Resources, and that the volumes of water, as stated in this report and prorated by him to the water right holders of the district are correct.

Lynn Rasmussen
(Deputy) Watermaster District No. 13-Q

Subscribed and sworn to before me, this 18th day of December, 20 17

(SEAL)



Krista Jahnsen
Notary Public

My Commission expires 4-11-23

Boise, Idaho, September 21, 20 17

I HEREBY CERTIFY, that Lynn Rasmussen was lawfully appointed by me as Water Master of Water District No. 13Q, and that the information contained in this report, as herein sworn to, is, to the best of my knowledge and belief, correct.

Gary Spackman
Director, Department of Water Resources

By Dennis Owen

	WATER RIGHT OWNER	IDWR WATER RIGHT IDENT No.	DIVERSION NAME / REMARKS
1	Leon Anderson (sold) TIM Sullivan	13-00771 A	
2	Ralph Anderson	" 771 A	
3	Dave Barthlome	701	
4	Robert Bowman (sold) JUSTIN Burrell	690	
5	Dixie Hunsker	688	
6	Doug Flagg	680	
7	Lyndon Evans	719	
8	Dee Farasworth	710	
9	Rouen Gunnell	706	
10	Ron Hamm	771 A	
11	Phil Hansen	682	
12	Robert Harris	678	
13	Alan Hubbard	714	
14	Tod Jensen	722	
15	Mike Johnson	771 A	
16	Tod Kirby	684	
17	Roger Mickelson	708 A	
18	Vaughn Mickelson	708 B	
19	LYNN RASMUSSEN	675	
20	Boyd Raud	680	
21	Paul Shupe	722 A	
22	Charles Barlow / Mike TINNEY	708	
23	Tracy Woolsey	700	
24	Willis Wright / Tod Jensen	692	
25			
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SECTION 42-606 IDAHO CODE

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.

Instructions For Completing Annual Watermaster's Report

This form has been developed to assist the watermaster in complying with some of the annual reporting requirements of Section 42-606, Idaho Code. The form provides for summary of the amount of water delivered by the watermaster to each user, the total expense of delivery and the apportionment of expenses among water users, including debits and credits. Water distribution and hydrologic information including stream flow records, daily diversion data, water right information and water right priority cut summaries should be presented in a separate water distribution report.

Complete this annual report form of delivery and costs as follows:

- 1) Enter water right holder name, corresponding IDWR water right number or numbers, and corresponding diversion name and/or remarks on page 2;
- 2) Enter the total amount of water delivered to each user as total 24-hour second feet under column 1, page 3. Total **24-hour second feet** is a flow rate expressed in terms of one day or 24 hours. For example, a continuous diversion of 2 cfs over 20 days would equal 40 24-hour second feet.
- 3) Under column 3, page 3, enter the amount of money assessed or billed to each user at the beginning of the year. The assessment may be found in the previous year's adopted budget report.
- 4) In the work space provided on the right hand side of page 3, add up total watermaster salary costs and expenses and enter as "TOTAL COST". Then divide this total cost by the total number of 24-hour second feet delivered (sum of column 1) to obtain the cost per 24 hour second feet delivered, or the unit cost factor.
- 5) Under column 2, page 3, multiply the unit cost factor (obtained in step number 4 above) by each user's total 24-hour second feet delivery in column 1 to obtain the total cost against each user.
- 6) For each user, subtract the total cost amount in column 2 from the adopted budget in column 3 and enter the difference either as a credit or debit (negative differences entered as debits, positive differences entered as credits).
- 7) Sign the report before a notary public and submit the original to the appropriate regional office of the Department of Water Resources. Retain one copy for the Water District.

IDWR OFFICES

State
322 E Front St
Boise ID 83720

REGIONAL OFFICES

Western
2735 Airport Wy
Boise ID 83705
334-2190

Southern
1341 Fillmore St Ste 200
Twin Falls, ID 83301
736-3033

Eastern
900 N Skyline Dr Ste A
Idaho Falls, ID 83402
525-7161

Northern
7600 N Mineral Dr Ste 100
Coeur D'Alene, ID 83815

WATERMASTER'S DAILY RECORD

SOURCE Middle Fork Trout Cr.

WATER DISTRICT 13-P

MONTH(S) OF 10 - Sept YEAR 2017

WATERMASTER Lynn Rossmore

ADDRESS 168 Lago-Liberty Rd
Grace ID
83241

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Department of Water Resources
Eastern Region

After the irrigation season the Watermaster must forward record keeping information and the annual Watermaster report to the appropriate IDWR Regional Office

2 Month		Source					
Use cubic ft. per sec. for 24-hr periods, or 24-hr second ft. List owner of water rights, not Tenant.							
Day	Amount (cfs)	Meas. Method	Amount (cfs)	Meas. Method	Amount (cfs)	Meas. Method	Amount (cfs)
1	102	Weir	102	Weir	14	Weir	1.6
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
Total in 24 hr sec ft							

Month		Source					
Use cubic ft. per sec. for 24-hr periods, or 24-hr second ft. List owner of water rights, not Tenant.							
Day	Amount (cfs)	Meas. Method	Amount (cfs)	Meas. Method	Amount (cfs)	Meas. Method	Amount (cfs)
1	1.6	Weir	1.5	Weir	2.8	PHANES	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
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18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
Total in 24 hr sec ft							

Remarks

Remarks

WR#

Leon Anderson

Dixie Hunterker

Ralph Anderson

Doug Flagg

Bartholome

LYNDON LYNDON LYNDON

JUSTIN BARTSELL

DEE FARSWORTH

LINE# 1 ON EVERY NIGHT TOWER

was delivered in April 10 and utilized their Decks until SEPT. 30 2017

from Rasmussen (Water Master)

2 Month

Source

Month

Source

Use cubic ft. per sec. for 24-hr periods, or 24-hr second ft. List owner of water rights, not Tenant.						Use cubic ft. per sec. for 24-hr periods, or 24-hr second ft. List owner of water rights, not Tenant.					
Day	Amount (cfs)	Meas. Method	Amount (cfs)	Meas. Method	Amount (cfs)	Day	Amount (cfs)	Meas. Method	Amount (cfs)	Meas. Method	Amount (cfs)
1	16	Weir	15	Weir	2.8	1	13	Weir	46	Weir	62
2						2					2.14
3						3					
4						4					
5						5					
6						6					
7						7					
8						8					
9						9					
10						10					
11						11					
12						12					
13						13					
14						14					
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16						16					
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24						24					
25						25					
26						26					
27						27					
28						28					
29						29					
30						30					
31						31					
Total in 24 hr sec ft						Total in 24 hr sec ft					

Remarks

Remarks

Remarks

WR#
 Diversion Name or Owner
 ROYAL
 GIBSON
 RON
 HARRIS
 PHILIP
 HANSEN
 ROBERT
 HARRIS
 P. ELDER

WR#
 Diversion Name or Owner
 ALAN
 HUBBARD
 TOD
 SENNER
 MIKE
 JOHNSON
 TODD
 KIRBY

2 Month

Source

Month

Source

Use cubic ft. per sec. for 24-hr periods, or 24-hr second ft. List owner of water rights, not Tenant.

Use cubic ft. per sec. for 24-hr periods, or 24-hr second ft. List owner of water rights, not Tenant.

Source		Source		Source		Source	
WR#	Diversion Name or Owner	WR#	Diversion Name or Owner	WR#	Diversion Name or Owner	WR#	Diversion Name or Owner
1	Robert Mickelson	1	Paul Skurpe	1	Mike Tinney	1	Trace Woodruff
2		2		2		2	William Wright
3		3		3		3	Todd
4		4		4		4	
5		5		5		5	
6		6		6		6	
7		7		7		7	
8		8		8		8	
9		9		9		9	
10		10		10		10	
11		11		11		11	
12		12		12		12	
13		13		13		13	
14		14		14		14	
15		15		15		15	
16		16		16		16	
17		17		17		17	
18		18		18		18	
19		19		19		19	
20		20		20		20	
21		21		21		21	
22		22		22		22	
23		23		23		23	
24		24		24		24	
25		25		25		25	
26		26		26		26	
27		27		27		27	
28		28		28		28	
29		29		29		29	
30		30		30		30	
31		31		31		31	
Total in 24 hr sec ft		Total in 24 hr sec ft		Total in 24 hr sec ft		Total in 24 hr sec ft	

Remarks

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Department of Water Resources
Eastern Region

WATERMASTER'S PROPOSED BUDGET

FOR 2018

Water District No. 13, Q
Stream Mid FK Trout Creek
Watermaster Name LYNN RASMUSSEN
Mailing Address 168 Lago - Liberty Rd Grace ID 83241
Name of Secretary Darlene Gunnell
Secretary Mailing Address 2347 Bench Lago Rd Grace ID 83241

SECTION 42-615, IDAHO CODE

PROPOSED BUDGET FOR SUCCEEDING YEAR. Each watermaster shall, at least fourteen (14) days prior to the annual meeting of the water users of the water district, also prepare a proposed budget for the succeeding year, together with a distribution of the amount of the budget to the respective water users, using the actual deliveries for the past irrigation season or seasons, as the basis for distribution. The proposed budget and distribution shall be submitted to the water users for consideration and approval at the next annual water meeting.

In conformity with the above statute, I hereby submit a Proposed Budget for 2018
(YEAR)


WATERMASTER

(This report must be forwarded to the Secretary of the last Annual Water User's Meeting of your District.)

	WATER RIGHT OWNER	IDWR WATER RIGHT IDENT No.	DIVERSION NAME/REMARKS
1	Tim Sullivan	13-00771A	Middle FK Trout cr
2	Ralph Anderson	771A	
3	Dave Barthlome	701	
4	Justin Burrell	690	↓
5	Dixie Hanzker	688	
6	Doug Flagg	680	
7	Lyndon Evans	719	
8	Dee Farnsworth	710	
9	Rovin Gunnell	706	
10	Ron Hamm	771A	
11	Phil Hansen (Lee)	682	
12	Robert Harris	678	
13	Alan Hubbard	714	
14	Tod Jensen	722	
15	Mike Johnson	771A	
16	Todd Kirby	684	
17	Roger Mickelson	708A	
18	Vaughn Mickelson	708B	
19	Lydon Rasmussen	675	
20	Boyd Raud	680	
21	Paul Shupe	724A	
22	Mike Tingey / Charles Barlow	708	
23	Tracy Woolsey	700	
24	Willis Wright / Tod Jensen	692	
25			
26			
27			
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29			
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	PAST SEASON DELIVERIES					AVE DELIVERY FOR PAST SEASONS 6	ESTIMATED BILLING 7		ADJUSTED BILLING 8	
	1	2	3	4	5					
	20__	20__	20__	20__	20__					
1	1.02						10	00		
2	1.02						10	00		
3	.4						10	00		
4	1.6						35	78		
5	1.6						35	78		
6	1.5						33	55		
7	2.8						62	62		
8	.8						17	89		
9	.6						13	42		
10	1.5						11	18		
11	2.8						62	62		
12	.4						10	00		
13	.3						10	00		
14	4.6						102	88		
15	1.62						10	00		
16	2.4						53	68		
17	.1						10	00		
18	.1						10	00		
19	3.2						71	57		
20	.1						10	00		
21	1.0						22	37		
22	3.4						76	04		
23	3.7						82	75		
24	.8						17	89		
25										
26										
27										
28										
29										
30										

WATERMASTER			ASSISTANT WATERMASTER, SECRETARY, STAFF, ETC.			OTHER EXPENSES	TOTAL COSTS
YEAR	DAYS	SALARY	TOTAL	DAYS	SALARY		
2017	164	690	02	164	100	00	
NEXT YEAR	164	690	02	164	100	00	
WATERMASTER'S PROPOSED BUDGET 500							

Complete this proposed budget report form as follows:

- 1) Enter water right holder name, corresponding IDWR water right number or numbers, and corresponding diversion name and/or remarks on page 2;
- 2) If you wish to estimate next season's assessments based on the average delivery of past seasons, then enter the actual water deliveries to each user for the past two to five seasons on page 3. You have the option of using at least the past two seasons or up to five seasons for averaging. You also have the option of using last year's delivery or one year's delivery as a basis of determining assessments for the next season. Enter deliveries as total 24-hour second feet. Total 24-hour second feet is a flow rate expressed in terms of one day or 24 hours. For example, a continuous diversion of 2 cfs over 20 days would equal 40 24-hour second feet.
- 3) If using the averaging method, enter the average delivery for past seasons in column 6 of page 3. If you are not averaging, then enter each user's delivery from last year in column 5 and skip column 6.
- 4) In the work space provided at the top of this page, enter next year's proposed watermaster salary, secretary and/or staff salaries, and expenses. You may use the past season costs and expenses, or average past seasons' costs and expenses as an aid in determining next year's budget. A more detailed listing or itemization of expenses and salaries can be attached to this form.
- 5) Divide the total proposed budget amount for next year by the total past season delivery (total of column 5, page 3) or average past seasons deliveries (total of column 6, page 3) to obtain a unit cost factor.
- 6) Under column 7, page 3, multiply the unit cost factor by each user's past season or average past seasons deliveries to obtain the estimated billing for the next year.
- 7) Use column 8, page 3, to enter the adjusted billing amount if the district wishes to carryover debits and credits from the previous season. (Refer to the last watermaster report. If a user had a credit, subtract that credit from his or her estimated billing in column 7 of this report, and enter the difference or adjusted amount in column 8. If a user had a debit, then add that debit to his or her billing amount shown in column 7 and show as adjusted billing in column 8.
- 8) Sign the report and retain to present to the water users at the next annual meeting for the water district.



State of Idaho

DEPARTMENT OF WATER RESOURCES

900 N Skyline Dr., Ste A, Idaho Falls, Idaho 83402-1718

Phone: (208) 525-7161 FAX: (208) 525-7177 www.idwr.idaho.gov

C.L. "BUTCH" OTTER
Governor

GARY SPACKMAN
Director

December 21, 2017

Lynn Rasmussen
168 Lago-Liberty Rd
Grace ID 83241

WATER DISTRICT #13Q

Dear Watermaster:

Enclosed herewith is a copy of the Watermaster's Annual Report for the past season.

The same has been prepared by the watermaster and approved by this Department in conformity with Sections 42-610, 42-614 and 42-615, Idaho Code.

During the 1993 legislative session, the legislature enacted a new law which amends Section 42-619(9), Idaho Code and removes the independent financial audit requirement for most state water districts. The new law, referenced by Section 67-450B, Idaho Code (copy enclosed) identifies minimum audit requirements for all local government entities. Under the new statute, the governing body of any local government entity (i.e.; water district) whose annual budget does not exceed one hundred thousand dollars (\$100,000) has no minimum audit requirements under this section. This means that any district which handles its own money and whose budget is one hundred thousand dollars (\$100,000) or less does not have to have an independent public account firm conduct a financial audit every few years as previously required by Section 42-619(9).

Please note that only the statutory requirement regarding the independent financial audit has been changed. Districts handling their own fund (i.e.; districts who collect and / or disburse their own funds) must still submit their own statement of the water district's financial affairs at the end of each fiscal year. As recommended in the Department's February 16, 1993 letter and the 1993 Watermaster Handbook, a copy of the financial statement may be submitted either with the annual water masters report or with the minutes of the annual meeting for the ensuing year. An example of an annual financial statement may be found in Appendix C of the 1993 Watermaster Handbook.

The purpose of this letter is to remind all water districts that workers compensation insurance is required for all water district employees. This requirement applies to all water districts in Idaho, regardless of annual budget. Insurance should be applicable at least to all paid water district staff, including the water master as well as watermaster assistants, advisory committee, secretary and treasurer. The costs associated with workers compensation insurance is paid directly by the water district and should be considered an expense of the district. For information about obtaining insurance costs etc., please contact the Idaho State Insurance Fund. The State Insurance Fund has offices in Boise, Coeur d'Alene, Idaho Falls, Pocatello and Twin Falls. Water Districts are also reminded that all paid water district staff may be subject to state and federal taxes. These tax requirements will vary depending on salaries and total income of each watermaster or employee. In many water districts, particularly smaller districts with part-time staff, payment of watermaster or each employee. Districts may wish to contact the State Tax Commission or the Internal Revenue Service for information about state and federal withholding taxes.

Sincerely,



Sharla Cox
Administrative Assistant

Enclosure



State of Idaho
DEPARTMENT OF WATER RESOURCES
900 N Skyline Dr., Ste A, Idaho Falls, Idaho 83402-1718
Phone: (208) 525-7161 FAX: (208) 525-7177 www.idwr.idaho.gov

C.L. "BUTCH" OTTER
Governor

GARY SPACKMAN
Director

December 21, 2017

Darlene Gunnell
2347 Bench Lago Rd
Grace ID 83241

WATER DISTRICT #13Q

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Sincerely,



Sharla Cox
Administrative Assistant

Enclosures



State of Idaho

DEPARTMENT OF WATER RESOURCES

900 N Skyline Dr., Ste A, Idaho Falls, Idaho 83402-1718

Phone: (208) 525-7161 FAX: (208) 525-7177 www.idwr.idaho.gov

C.L. "BUTCH" OTTER
Governor

GARY SPACKMAN
Director

December 21, 2017

Caribou County Treasurer / Auditor
PO Box 507
Soda Springs Id 83276

RE: Water District No. #13Q

Dear County Treasurer / Auditor:

Transmitted herewith is the 2016 Watermaster's Report and claim for services for the above mentioned Water District.

The various times in this report have been checked and have been found to be proper charges against the water users therein named. Section 42-612, 42-613 and 42-614 of the Idaho Code provides the procedure under which this claim shall be paid from the funds of the above named district.

If you have any questions, please contact us at once.

Sincerely,

Sharla Cox
Administrative Assistant

Enclosure



State of Idaho
DEPARTMENT OF WATER RESOURCES
 900 N Skyline Dr., Ste A, Idaho Falls, Idaho 83402-1718
 Phone: (208) 525-7161 FAX: (208) 525-7177 www.idwr.idaho.gov

C.L. "BUTCH" OTTER
 Governor

GARY SPACKMAN
 Director

October 25, 2017

|||||
 Water District 13Q
 Lynn Rasmussen
 168 Lago-Liberty Rd
 Grace ID 83241-5352

RE: Requesting Watermaster's Report / Daily Record Books

Dear Watermaster:

In accordance with Chapter 6, Section 42-614 of the Idaho Code, and department regulations, **the Watermaster of each district is required to submit an annual report to the Department of Water Resources, at 900 N Skyline Dr Ste A, Idaho Falls ID 83402 by December 31, 2017.** You should forward a copy to the County Treasurer, if applicable. Please be certain all of the report is complete.

In accordance with Chapter 6, Section 42-615 of the Idaho Code: Proposed budget for succeeding year. Each watermaster shall, at least fourteen (14) days prior to the annual meeting of the water users of the water district, also prepare a proposed budget for the succeeding year, together with a distribution of the amount of the budget to the respective water users, using the actual deliveries for the past irrigation season or seasons, as the basis for distribution. The proposed budget and distribution shall be submitted to the water users for consideration and approval at the next annual water meeting.

We are enclosing sufficient forms for filling out the Watermaster's Report and the Proposed Budget.

Do not fail to send the Watermaster's Daily Record Books along with the Watermaster Report.

Sincerely,

Sharla Cox
 Administrative Assistant