

WATER DISTRICT INFORMATION SHEET

2019

Year

100

Water District # / Stream Name

Blake Jordan

Watermaster Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208 525 7161

Phone Number, Home / Cell

Blake.Jordan@idwr.idaho.gov

E-Mail Address

Jared Adamson

Assistant Watermaster Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208 525 7161

Phone Number, Home / Cell

Jared.Adamson@idwr.idaho.gov

E-Mail Address

Cher Ramos

Secretary Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208 525 7161

Phone Number, Home / Cell

Cher.Ramos@idwr.idaho.gov

E-Mail Address

Please print in the blank information above and return it to the Idaho Department of Water Resources. Your cooperation on this matter would be greatly appreciated. If you have any questions, please feel free to contact me.

Respectfully Submitted,

Sharla Cox
Administrative Assistant

Meeting Minutes Water District 100 (Draft)
Annual Meeting Minutes
January 29, 2019
Fremont-Madison Irrigation District, St. Anthony ID

There was no advisory meeting prior to the meeting this year.

2:03pm Aaron Dalling opened the meeting.

Aaron Dalling was nominated as meeting chairman by Jason Webster with a second by Bevan Jeppesen and motion carried. Cher Ramos was nominated as meeting secretary by Jason Webster, nomination was seconded by Doug Hanes and motion carried.

Time was given to review the minutes. Approval of minutes was motioned by Bevan with a second by Jason, and the motion carried.

Cher reviewed the 2018 budget and actuals. James explained the budget deficit was due to the extra workload still being completed with the flow meters, and the inventory of the new diversions.

Bevan asked if this year's assessment should increase given we went over budget this year. James Cefalo stated that that is certainly that is up to the water district water users, but more assessments could be added into the budget if they deemed it necessary.

Blake proposed the budget for 2019. The workload should continue to decrease until it plateaus due to changing from flow meter installation inspections and new diversion inventory to random site visits, maintenance and end of year meter readings.

Blake reviewed how the change to the ground water districts billing will take place with the billing going to the GWD with a breakdown and that being passed down through the ground water district.

Cher pointed out the balance sheet and bank account balance, and the sales by item summary.

A water user was concerned that assessments should be increased to allow for a one year amount of budget to be left in the bank whereas there is currently about half of the budget in the bank. James addressed the workload changes should show a decrease to level things out over the next few years, but reiterated that the water users can choose to increase. No motion was made on an assessment increase proposal and the general consensus was that they preferred to ride it out and not up the assessments at this time.

The financial reports were approved with a motion by Bart Webster, a second by Scott Wood, and the motion carried.

The Watermaster Report was addressed by James Cefalo. James introduced Blake Jordan as the new watermaster who can devote the time to the water district as the watermaster. This proposal is included in the resolutions. Jared delivered a presentation on the outlook for 2019, a 2018 field season review, review of meter installation requirements, flow meter maintenance, WMIS review, and mapping through the IDWR website.

Blake Jordan and James Cefalo reviewed the resolutions:

A correction is required for Resolution 5C part 2 to be updated to “ \$0.13 per acre foot based on the average annual diversion volume for each diversion, reported by the watermaster, for the previous five years.

After a discussion about resolution 10, it was determined to remove it, and continue to mail out annual meeting reminders to the water users, and to revisit possible changes for next year. Aaron Dalling is going to check into the possibility of using a mass text application in the future.

Dwight asked about liability of land owners if IDWR employees are injured on their land. James stated that the State Worker’s Compensation insurance would be put into effect for those instances, but it is unknown whether or not the Worker’s Comp would contact the land owner’s insurance beyond that.

Bevan brought up that the meters sometimes are reading multiple years, and for IDWR to beware of getting a reading that is too high, and that careful attention will be needed to prevent overbilling. Blake agreed, this is something to watch for, but also advised water users to keep track of their usage as well.

Jason Webster asked about non-compliance consequences. Blake stated that warning letters and phone calls are made, but ultimately if water users are not compliant with requirements or payment, they could be curtailed.

Jason made a motion to approve the resolutions with the revised changes, Doug seconded, and the motion was carried.

A motion was made to retain the current advisory committee by Larry Hansen and was seconded by Shawn Webster, with all in favor.

There was no old business.

There was a new business concern with power being left on. The water user assumed it was IDWR for a reading, but the power was turned on after it had been turned off, and was not turned back off, and continued to run until it was checked much later. James assured him that IDWR agents are not allowed to just turn the power on, but must contact the owner to turn it on and off, and apologized if that incident was an agent who did not follow protocol, and assured him that he will remind the team of the protocols. He also reminded the water users to keep the power on through October as agreed at last year’s meeting.

3:17pm A motion to adjourn the meeting was made by Shawn Webster.



Cher Ramos, 2019 Meeting Secretary



Date

WATER DISTRICT 100 ANNUAL MEETING

1/29/2019

NAME	REPRESENTING	PHONE	EMAIL
Bob Peck	IDWR		
Blake Jordan	IDWR		
Jared Adamson	IDWR		
Cameron Jeppesen			
Don Hanks			
Lloyd Robinson		208-709-5123	yroast@fretel
Beva J... Jensen	Madison GWD	208-390-8240	
Max Gould	Gould Farm	208-391-4695	
Jason Helton	Helton's Inc	208-313-6826	ludski@ida.net
Dal Schwendiman	Schwendiman Farms	208-709-3926	dalshwendiman@gmail.com
Scott Wood		208-458-4979	
Dwight Little	self	208-390-0678	littlefarming@hotmail.com
BART WEBSTER	"	3570500	bhwebster@cableone.net
LARRY L. HANSEN	self	351-1589	llhansen865@msn.com
Shawn Webster		208 313 0972	scwebster0972@gmail.com
MIKE HUSKINSON	KW HUSKINSON FARMS	208-270-3159	kwhuskinson@gmail.com
Nathan Ashcraft	Nathan Ashcraft/BHA Inc	208 390 3533	farmernate10@gmail.com
Cher Romas			
James Cefalo			

**Water District 100
2019 Resolutions**

The water users of Water District 100, meeting at the annual district meeting on January 29, 2019, at the offices of Fremont-Madison Irrigation District in St. Anthony Idaho, hereby adopt the following resolutions:

1. The watermaster for Water District 100 and any assistants shall perform their duties in accordance with Chapter 6, Title 42, Idaho Code, the *Final Order Creating Water District 100* (December 29, 2006), the *Order Revising Water District No. 100* (May 10, 2017), these resolutions, and any other direction and guidance provided by the Director of IDWR (“Director”) pursuant to Idaho Law. These duties include, but are not limited to, the following:
 - a) Measure, record and report diversions of ground water in the district;
 - b) Administer water rights according to priority;
 - c) Curtail unauthorized diversions;
 - d) Curtail out-of-priority diversions which are determined by the Director to be causing injury to senior water rights, unless the out-of-priority diversions are protected from curtailment by a stipulated agreement or mitigation plan approved by the Director;
 - e) Inspect flow meters to confirm ongoing, reliable operation;
 - f) Enforce the provisions of any stipulated agreements or mitigation plans.

2. Blake Jordan is elected as the watermaster for Water District 100. As provided in Idaho Code § 42-608(4), the Director shall appoint Blake Jordan, an employee of IDWR, to provide watermaster services from February 1, 2019 to January 31, 2020.

3. The water users of Water District 100 empower the elected advisory committee to enter into or continue to apply a Memorandum of Understanding between Water District 100 and the Director that will provide for the following:
 - a) The 2019 budget for Water District 100 will be set at this annual meeting;
 - b) Water District 100 will provide compensation to IDWR for clerical and financial support services, watermaster services, and measuring/reporting services;
 - c) The watermaster shall maintain an office within the IDWR Eastern Regional Office, located in Idaho Falls, Idaho;
 - d) IDWR will provide office space, vehicles and the use of all necessary office and field equipment in exchange for compensation as set forth in the budget included in these resolutions. This arrangement shall not give Water District 100 any ownership interest in any IDWR office space or equipment. However, any equipment purchased by Water District 100 will remain owned by the district.

4. The budget of Water District 100 for this year (beginning on February 1, 2019 and ending on January 31, 2020) is as follows:

Watermaster Services (IDWR Contract)	\$36,753
Assessments to be Collected	\$36,753

5. The water users within Water District 100 shall be assessed according to the following provisions:

- a) Waived Assessments: Water users who divert water for domestic or stockwater purposes as described in Idaho Code § 42-111 shall not be assessed by Water District 100.
- b) Minimum Assessments: Water users whose water rights authorize a combined diversion rate of 0.24 cfs or less for non-irrigation uses or whose water rights authorize 5 acres of irrigation or less will be assessed a minimum assessment pursuant to Idaho Code § 42-612(4). The minimum assessment for Water District 100 shall be **\$40**.
- c) All other diversions in Water District 100 shall be assessed as follows:
 - 1) **\$40 per diversion** (whether used or unused); and
 - 2) **\$0.13 per acre foot** based on the average annual diversion volume for each diversion, reported by the watermaster, for the previous five years.
- d) The boundaries for Water District 100 were expanded in May 2017. Therefore, annual diversion volumes may not exist for some of the water rights within the expanded area. For the 2019 assessments (which are based on 2018 diversion data), annual diversion volumes for water rights in the expansion area, where reliable annual diversion data does not exist, should be estimated at 2.0 acre-feet per acre for irrigation water rights or by using the full authorized annual diversion volume for non-irrigation water rights.
- e) The watermaster shall send assessments to Madison Ground Water District (“MGWD”) and Henrys Fork Ground Water District (“HFGWD”), representing the combined assessments for all of the water users within their respective districts. MGWD and HFGWD are authorized to pay the annual assessment for Water District 100 on behalf of the water users in their respective districts and then incorporate the water district costs into their own assessments. MGWD and HFGWD shall notify Water District 100 of any water user who fails to pay the water district assessments. Water District 100 will reimburse MGWD and HFGWD for any unpaid assessments and will attempt to collect the water district assessments directly from the water user.

- f) As provided for in Idaho Code § 42-617, assessment payments are due by **May 1, 2019**. Payments made after May 1st shall accrue penalties in the amount of 10% of the total assessment and shall accrue interest in the amount of 1% per month.
 - g) The watermaster is authorized to withhold or suspend delivery of water to any water user who has not paid their assessment charges by January 1 of the year following the original assessment date.
6. Jeff Raybould is hereby elected as the Water District 100 Treasurer. The duties of the treasurer will be to approve the expenses and disburse water district funds, and to prepare or oversee preparation of a written statement of the financial affairs of the district at the end of each fiscal year, in accordance with Idaho Code § 42-619. Blake Jordan, watermaster for Water District 100, will also be designated an authorized signature for banking purposes.
7. An advisory committee shall be elected at each annual meeting to represent the interests of the water users within the district and to provide input to the watermaster and the Director of IDWR. The Water District 100 advisory committee shall consist of an odd number of members with a minimum size of three members. At least two members shall be water users with irrigation rights and one shall be a water user from municipal, commercial or industrial use.
8. The credentials for voting in any district meeting and for serving on the Water District 100 advisory committee shall be as follows:
 - a) Must be a water user of the district as evidenced by a valid water right.
 - b) Must have paid all assessments owed to the water district.
9. The annual meeting for Water District 100 shall be held on the last Tuesday of January of each year unless the Director of IDWR or the Water District 100 advisory committee should find it necessary to change the meeting date or unless changed by resolution of the district at any annual meeting.
10. Copies of the minutes of the annual meeting, the approved budget, the adopted resolutions, and the watermasters report (prepared in accordance with Idaho Code § 42-615) shall be filed with the Director in accordance with Idaho Code § 42-617.
11. The watermaster of Water District 100 shall be responsible for submitting to IDWR annual reports showing water use and such other information that may be deemed necessary by the Director.
12. The watermaster and assistant watermasters are authorized under Idaho Code § 42-1701(5) to make reasonable entry on lands within the district to carry out the duties of the watermaster as instructed by IDWR. These duties include, but are not limited to:

- a) Monitoring diversions and measuring the rate and volume of water diverted from ground water and other public water sources;
- b) Measuring the depth to water in wells; and
- c) Monitoring the place, period, and nature of use of water to identify unauthorized diversion and use and to determine compliance with mitigation provisions required by agreement or order of IDWR.

WATER DISTRICT 100 BUDGET 2019

			2018 Adopted Budget	2018 Actuals	2019 Proposed Budget
Assessments					
	Count	2019 Rate			
Minimum Charges	103	\$ 40.00	\$ 4,120	\$ 3,760.00	\$ 4,120
Diversion Charges	297	\$ 40.00	\$ 11,880	\$ 10,440.00	\$ 11,880
Acre-foot Charges	16,720	\$ 0.13	\$ 5,874	\$ 5,874.32	\$ 2,174
Acre-foot Charges (Expansion)	142,915	\$ 0.13	\$ 11,597	\$ 12,287.52	\$ 18,579
			\$ 33,471	\$ 32,361.84	\$ 36,753
Other Income					
Credit Adjustments/Misc Income					
Interest				\$ 16.94	
Total Income Budget			\$ 33,471	\$ 32,378.78	\$ 36,753
Expenses					
IDWR Contract			\$ 30,667	\$ 34,171.55	\$ 36,753
Anticipated January IDWR Expense				\$ 2,000.00	
Reconciliation Discrepancy				\$ 0.08	
Total Expense Budget			\$ 30,667	\$ 36,171.63	\$ 36,753
Proposed Net Income (Loss)			\$ 2,804	\$ (3,792.85)	\$ (0)

Annual Water District Meeting Checklist

Per Idaho Code Title 42 Chapter 6 (Distribution of Water Among Appropriators), annual water district meetings must include (at a minimum) the actions listed below.

IDWR wants to ensure each water district is meeting these minimum standards. **Please return this completed checklist to the appropriate IDWR regional office with the annual meeting minutes (this list does not replace meeting minutes) and ensure that all of these actions are clearly addressed in the meeting minutes.**

Water District Number and Name: 100

Meeting Date: January 29 2019

- Election of meeting chairman
- Election of water district watermaster (and ~~assistant watermaster~~ (optional)
- Election of water district secretary and / or treasurer
- Approval of adopted budget
- Minutes, make sure date, time, place and roster of attendees are included in minutes.
- Make sure the secretary or authorized person sign the Minutes.
- Next year's meeting date, location, and time

January 28 2020 2pm Fremont-Madison Irrigation District
Meeting Date, Time of Meeting and Location (next year)

Preparation Checklist after Annual Meeting

- Idaho Statues 42-605 states, "Within five (5) days after meeting...the meeting secretary shall forward a certified copy of the minutes to the department. Along with the Minutes, the Adopted Budget, Oath, Petition of Watermaster and Information sheet should be submitted to IDWR before the irrigation season starts. IDWR needs to send the "Certificate of Appointment" of Watermaster and Treasurer prior to irrigation season.
- Idaho Statues 42-606 states, "All watermasters shall make an annual report to the department" This report should be submitted to the Department by December 31 of each year.

By signing below I verify that all required actions have been addressed at the water district annual meeting

Completed by:

Cher Ramos

Water District Representative



State of Idaho

DEPARTMENT OF WATER RESOURCES

Eastern Region • 900 N Skyline Drive, Suite A • Idaho Falls ID 83402-1718

Phone: (208) 525-7161 • Fax: (208) 525-7177

Website: idwr.idaho.gov • Email: easterninfo@idwr.idaho.gov

BRAD LITTLE
Governor

GARY SPACKMAN
Director

March 13, 2019

Water District #100, 110 and 120
Cher Ramos
900 N Skyline Dr Ste A
Idaho Falls ID 83402

RE: WATER DISTRICT #100, 110 and 120

Dear Secretary / Treasurer:

We acknowledge receipt of the Minutes of the Annual Watermaster's Election Meeting held in your district. The Watermaster Certificate will be sent under separate cover.

Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Sharla Cox". The signature is fluid and cursive, with a large loop at the beginning of the name.

Sharla Cox
Administrative Assistant