

Administrator's Memorandum

This Guidance Document is not new law but is an agency interpretation of existing law. For more information or to provide input on the document, please contact the Water Supply Bank Coordinator at 208-287-4800. (Feb.2020)

Water Supply Bank Memo No. 1

To: Idaho Department of Water Resources

From: Jeff Peppersack

Brian Patton



Re: **Organizational Structure of the Water Supply Bank**

Date: 3/14/2014

The Idaho Water Supply Bank is a temporary water marketing program operated by the Idaho Water Resource Board (IWRB or Board). Through the Water Supply Bank, water right holders who have temporarily ceased beneficial use of water can provide an opportunity for beneficial use by other users. There are two Water Supply Bank initiatives: distribution of natural flow and surface water storage rights in local rental pools, and a statewide water bank (the Board's Bank) for distribution of surface water and groundwater rights. Rental pools are administered by local committees established by the Board. The Department of Water Resources administers the statewide water bank for the Board. Within the Department, the Water Supply Bank program is coordinated by the Water Supply Bank Coordinator, a member of the Water Planning Bureau and day-to-day activities of the Board's Bank are administered by the Water Allocation Bureau.

Bank Background

Water banking in Idaho began with the formation of informal rental pools in Eastern Idaho along the Snake River. These rental pools allowed individuals with surplus surface water storage rights to make water available for users who needed additional water. The first recorded annual rental pool transfers occurred during the drought period of the 1930s.

In 1979 the Idaho Legislature formalized water banking activity through legislation authorizing the Idaho Water Resource Board to oversee and operate the Water Supply Bank. The Board has delegated administration of rental pools to local committees and administration of the Board's Bank to the Department of Water Resources. The Water Supply Bank Coordinator works with local committees and IDWR staff to coordinate the Water Supply Bank on behalf of the IWRB.

Water Supply Bank Personnel

The Water Supply Bank Coordinator is an IDWR employee and member of the Water Planning Bureau. The Water Planning Bureau works closely with the Water Resource Board to carry out its duties and initiatives, including developing and implementing policies, standards and guidelines for rental pools and the Board's Bank. The Coordinator researches, drafts and presents policies, rules, resolutions and reports on water banking for the Board and for the Idaho Legislature. The Coordinator collaborates with rental pool committees and IDWR staff administering the Board's Bank to ensure optimal operation of the Water Supply Bank.

Administrator's Memorandum

Within the Department, the Water Allocation Bureau is responsible for day-to-day processing of water right applications and water right record-keeping. Within the Water Allocation Bureau, members of the Water Rights Section process Water Supply Bank applications for lease and rental of water rights. Application processing is typically conducted by a Senior Water Resource Agent (Lead Agent) responsible for application processing within the Board's Bank but other Water Rights Section staff members also work on Bank items when the need arises. The Lead Agent serves as a primary point of contact for IDWR staff and members of the public regarding application processing for the Board's Bank. Additionally, the Lead Agent assists the Water Supply Bank Coordinator in monitoring Bank performance and tracking statistics, and communicates to Water Allocation Bureau leadership and to the Water Supply Bank Coordinator any issues associated with Bank program administration.

Local committees administer surface water rental pools. Local committees are comprised of different individuals and may consist of IDWR staff, members of the public and Water District Watermasters, Board Members, Secretaries and Treasurers. Rental Pool Committees are responsible for development of procedures and processing applications for water in rental pools, as well as for monitoring, tracking and reporting rental pool activities to the Water Supply Bank Coordinator. Rental Pool Committees serve as the primary point of contact for inquiries about local rental pool operational procedures.