



# Walker River Irrigation District

Established in 1919

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## Water User Letter

February 12, 2018

Dear District Water User:

Over the last several years, the Walker River Irrigation District ("District") has made considerable progress in modernizing and automating both its record keeping system and water measurement and control at ditch and canal headgates. The water measurement and control improvements include data collection and accounting capabilities for water diversions. These improvements allow the District to provide timely information concerning water use to water users, to the Chief Deputy Water Commissioner, and to the Nevada State Engineer. However, these improvements will not provide those benefits as intended unless the District's Regulation No. 5, Ordering of Water, is followed and enforced.

Therefore, as the District prepares for the upcoming 2018 irrigation season, it is reminding all water users of those provisions as set forth in District Regulation No. 5, and to let you know that they will be strictly enforced. Pursuant to Section 5.2 of that Regulation, orders can be placed electronically at any time, by telephone to the District office during District office hours, or by telephone to the applicable Ditch Rider. Orders must be received as provided in Sections 5.3 and 5.4 of the District Regulations. For your ease of reference a copy of Regulation No. 5 is included with this letter.

As provided in Section 5.3, orders for water to be delivered to points of diversion on the West Walker River upstream of the Tunnel Section, or to points of diversion on the East Walker River upstream of the Elbow, must be received by 11:00 a.m. of a day which is no more than 120 hours, and not less than 24 hours, prior to the requested delivery time. Orders received in the District office after 11:00 a.m. of a day will be deemed received on the following day, and the delivery start time will be delayed accordingly. There will be no exceptions.

Orders for water to be delivered to points of diversion on the West Fork at the Tunnel Section, on the East Walker River downstream of the Elbow, or downstream of the confluence of the West Walker and the East Walker, must be received by 11:00 a.m. of a day which is no more than 120 hours, and not less than 48 hours, prior to the requested delivery time. Orders received in the District office after 11:00 a.m. of a day will be deemed received on the following day, and the delivery start time will be delayed accordingly. There will be no exceptions.

Changes to previously scheduled deliveries must be made and will be processed on the same basis and with the same required times of receipt. Except in the case of an emergency, water users may not turn off a water delivery prior to its scheduled turnoff time without providing at least 24 hours' prior oral notice to at least one Ditch Rider, the River Rider, the Chief Deputy Water Commissioner and/or the District. There will be no exceptions.

When water order information is received, it is immediately entered into the District's computer system. In addition, each Ditch Rider provides the District with daily reports of water

delivery and use on each ditch. The water usage reported by the Ditch Rider will be entered by the District on its records by 12:00 noon of the following business day after the usage is confirmed by the Ditch Rider. From those reports, the District prepares and provides the Chief Deputy Water Commissioner with daily reports of delivery and use of decree water, stored water, District Certificated Surface Water, and water from the District well. It will also use those reports in providing information to the State Engineer.

If the requirements of Regulation No. 5 are not strictly followed, the information input into the District computer system will not be correct, and reports to water users and the State Engineer will also be incorrect. Moreover, to a large extent, the benefits to the District of automation are lost if, after the fact, District personnel must go into the system to change information which is incorrect because the requirements of Regulation No. 5 are not adhered to. Incorrect information in the system may also prevent a water user from even making an order because if a user seeks to order more water than the District computer system shows is remaining available, the system will reject the request, and the water will not be included for delivery.

Pursuant to Regulation No. 4, the District Board has set the regular District office hours for the period March 1, 2018 to October 31, 2018 to be from 7:30 AM to 3:30 PM, Monday through Friday; For Saturday water orders and/or changes, please contact the appropriate Ditch Rider, River Rider or the Water Master. If none of the three can be contacted, the Data Entry Technician can be called to assist in relaying requests; the contact number for the Date Entry Technician is (775) 315-6721. The District website can be accessed at all times at [www.wrid.us](http://www.wrid.us)



to view water usage and storage balance amounts to request an online account, contact the District office at all times via electronic mail at [water@wrid.us](mailto:water@wrid.us) or during business hours via phone at (775) 463-3523. Once the office has your request, you will be provided a PIN number, password, and instructions on how to use your account via electronic and postal mail.

Periodically, during the irrigation season, the District will provide each water user within the District a report of cumulative water use to the date of the report. The report will also indicate the balance of allocated stored water remaining available for use. A water user will have 30 days from receipt of a report in which to notify the District in writing of any disagreements with the report. Such disagreements will be resolved as promptly as possible. It is extremely important that any disagreements be made and resolved promptly. If you arrange to review your water use electronically, you will be able to check it at any time.

Finally, temporary transfers of stored water will not be processed unless and until they are approved and signed off in the District office by both the transferor and the transferee.

Please do not hesitate to contact the WRID office or myself with any comments, questions, and concerns.

Sincerely,



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Office (775) 463-3523  
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Cell (775) 203-4699  
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# Walker River Irrigation District

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## Regulation No. 5 ORDERING OF WATER

**Section 5.1 District Processing of Orders.** The Chief Deputy Water Commissioner apportions and distributes the waters of the Walker River, its forks and tributaries in the State of Nevada and in the State of California, including water for storage and stored water. In order to facilitate that apportionment and distribution within the District, orders for water are processed through the District in accordance with this Regulation No. 5.

**Section 5.2 Methods and Times for Placing Water Orders.** During the irrigation season as set forth in Regulation 9 for the category of water being ordered, orders for water may be placed: (a) at any time by electronic order through the District website [www.WRID.us](http://www.WRID.us) ; (b) by telephone to the District Office during District Office hours as established pursuant to Regulation 4; or (c) by telephone to the applicable Ditch Rider at the telephone number and at the times set forth in a notice provided by the District to water users in February of each year. A Ditch Rider who receives such an order shall promptly transmit it to the District Office, either by telephone or electronically.

**Section 5.3 Orders for Deliveries, West Fork Upstream of Tunnel Section and East Fork Upstream of Elbow.** Orders for water to be delivered to points of diversion on the West Walker River upstream of the Tunnel Section, or to points of diversion on the East Walker River upstream of the Elbow, must be received in the District Office by 11:00 AM of a day which is no more than 120 hours and not less than 24 hours prior to the requested delivery time. Orders received in the District Office after 11:00 AM of a day will be deemed received on the following day, and the delivery start time may be delayed by 24 hours, if necessary.

**Section 5.4 Timing of Deliveries, West Fork Tunnel Section, East Fork Downstream of the Elbow and Downstream of the Confluence of the West and East Forks.** Orders for water to be delivered to points of diversion on the West Fork at the Tunnel Section, on the East Walker River downstream of the Elbow, or downstream of the confluence of the West Walker River and East Walker River, must be received in the District Office by 11:00 AM of a day which is no more than 120 hours and not less than 48 hours prior to the requested delivery time. Orders received in the District Office after 11:00 AM of a day will be deemed received on the following day, and the delivery start time may be delayed by 24 hours, if necessary.

**Section 5.5 Changes to Previously Scheduled Deliveries.** Orders for change in quantity, or turn off of previously ordered deliveries, must be made and will be processed in the same manner as provided in Sections 5.3 and 5.4 above, as applicable.

**Section 5.6 Quantity of Water Ordered or To Be Adjusted.** Orders for the delivery of water or for adjustments to previously scheduled orders shall be in cubic feet per second flow rate and for a specific period of time, which shall not be less than 24 hours. Subject to the Chief Deputy Water Commissioner's discretion under the 1953 Rules and Regulations, orders shall be for not less than one (1) cubic foot per second, and orders for adjustments to previously scheduled deliveries shall be for not less than one-half (.50) cubic foot per second.

**Section 5.7 Delivery of Water Under Order.** The quantity of water delivered will be in accordance with the order, insofar as normal operations of the canal or ditch permit.

**Section 5.8 District Processing of Orders.** By 12:30 p.m. of each day during the irrigation season, the District will provide the Chief Deputy Water Commissioner with all orders it has received for water by the water categories identified in Regulation 9 since Noon of the previous day for the Chief Deputy Water Commissioner's use in planning diversions from the River for the following and subsequent days.

**Section 5.9 Notice of Turn-Offs.** Except in the case of an Emergency, water users may not turn off a water delivery prior to its scheduled turn-off time without providing at least 24 hours prior oral notice to at least one of the Ditch Rider, the River Rider, the Chief Deputy Water Commissioner and/or the District. In the event of an Emergency, notice of turn off of a water delivery shall be given as soon as possible thereafter.