

MEMORANDUM

TO: Files 61-2165, 61-7170, 61-12264 & 61-12266

FROM: Pam Skaggs 

SUBJECT: Water Supply Bank Rental Agreement Signature

DATE: 04-24-2012

An Application to Rent Water from the Water Supply Bank (WSB) was submitted by Del Kohtz on 01-25-2012. Appropriate water rights were identified and a WSB Rental Agreement was sent to Del on 02-28-2012.

On 04-24-2012 his son Kevin, who works with Del in his agricultural business matters and is known to staff, came to the office to pay the initial rental fee and complete the rental agreement. Since he was not the identified rentor, I contacted Del by phone and explained the problem.

We agreed that his son could sign the agreement on his behalf for department approval, and Del would return a signature page with his personal signature to the department within the week. Once the signature page with the authorized rentor's signature is received, the rental acknowledgement letter will be sent out confirming the rental is complete.