



State of Idaho

DEPARTMENT OF WATER RESOURCES

Western Region, 2735 Airport Way • Boise, Idaho 83705-5082

Phone: (208) 334-2190 • Fax: (208) 334-2348 • Web Site: www.idwr.idaho.gov

C. L. "BUTCH" OTTER
Governor

GARY SPACKMAN
Interim Director

September 29, 2011

Elsie M Riggs
Secretary WD 61E
5714 W Double Anchor Dr
Glenns Ferry, ID 83623

RE: Water District 61E (Cold Springs Cr.), Annual Meeting(s) and Meeting Minutes

Dear Water District Secretary:

The Idaho Department of Water Resources (Department) has not yet received the Official Minutes from your water district meeting held September 13, 2011. This meeting was held to conduct business for the 2012 delivery season. Please note that Section 42-605(5), Idaho Code requires:

"Within five (5) days after such meeting the meeting chairman and meeting secretary shall forward a certified copy of the minutes of such meeting to the department of water resources."

Please send the required minutes to this office within one week of this request.

Additionally, Idaho Law requires that water districts hold annual meetings between the second Monday of January and the third Monday in March (if adopted by resolution) of the calendar year for the succeeding water delivery season. At this juncture, the Department will not require your district to hold an additional meeting for the 2012 season. However, the meeting held for the 2013 delivery season must be scheduled and held as required.

Please contact me at this office if you have any related questions.

Respectfully,

A handwritten signature in black ink, appearing to read 'Rob Whitney', is written over a horizontal line.

Rob Whitney
Sr. Water Resource Agent
Western Region

cc: Teresa McCallum, Pres/Chair, John Westra
WD 61E file