WATERMASTER'S REPORT

PECEIVED

PEB 01 2019

Department of Water Besources

From March 15 ,20 18 To Nov. 15 Eastern Region
Water District No. 74 F Name of Watermaster Phil 177001ton Mailing Address 178 Pratt Creek Road Salmen ID 83467
AFFIDAVIT OF WATERMASTER
STATE OF IDAHO) ss. COUNTY OF)
being first duly sworn, deposes and says that he/she is Watermaster of Water District, having been lawfully appointed by Spackman_, Director,
Idaho Department of Water Resources, and that the volumes of water, as stated in this report and prorated by him/her to the water
right holders of the district are correct.
(Deputy) Watermaster District No.
Subscribed and sworn to before me, this 29th day of January Public Notary Public Notary Public Notary Public STATE OF IDAHO I HEREBY CERTIFY, that Hill Moudan was lawfully appointed by me as Watermaster of Water
District No, and that the information contained in this report, as herein sworn to, is, to the best of my knowledge
and belief, correct.
By Discus Durin SCANNED

FEB **04** 2019

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SECTION 42-606 IDAHO CODE

REPORTS OF WATERMASTERS. All watermasters shall make an annual report to the department of water resources prior to the expiration of the watermaster's appointment for the current year. This report shall show the total amount of water delivered by the watermaster during the preceding year, the amount delivered to each water user, the total expense of delivery and the apportionment of expenses among users and all debits and credits to be carried over to the following year. Such report shall also include records of stream flow the watermaster used or made in the process of distributing water supplies. The director may ask for other information deemed necessary in assuring proper distribution of water supplies within the district. The reports of watermasters to the department of water resources shall be filed and kept in the office of the department.

Instructions for Completing Annual Watermaster's Report

This form has been developed to assist the watermaster in complying with some of the annual reporting requirements of Section 42-606, Idaho Code. The form provides for summary of the amount of water delivered by the watermaster to each user, the total expense of delivery and the apportionment of expenses among water users, including debits and credits. Water distribution and hydrologic information including stream flow records, daily diversion data, water right information and water right priority cut summaries should be presented in a separate water distribution report.

Complete this annual report form of delivery and costs as follows:

- 1) Enter water right holder name, corresponding IDWR water right number or numbers, and corresponding diversion name and/or remarks on page 2;
- 2) Enter the total amount of water delivered to each user as total 24-hour second feet under column 1, page 3. Total 24-hour second feet is a flow rate expressed in terms of one day or 24 hours. For example, a continuous diversion of 2 cfs over 20 days would equal 40 24-hour second feet.
- 3) Under column 3, page 3, enter the amount of money assessed or billed to each user at the beginning of the year. The assessment may be found in the previous year's adopted budget report.
- 4) In the work space provided on the right hand side of page 3, add up total watermaster salary costs and expenses and enter as 'TOTAL COST'. Then divide this total cost by the total number of 24-hour second feet delivered (sum of column 1) to obtain the cost per 24 hour second feet delivered, or the unit cost factor.
- 5) Under column 2, page 3, multiply the unit cost factor (obtained in step number 4 above) by each user's total 24-hour second feet delivery in column 1 to obtain the total cost against each user.
- 6) For each user, subtract the total cost amount in column 2 from the adopted budget in column 3 and enter the difference either as a credit or debit (negative differences entered as debits, positive differences entered as credits).
- 7) Sign the report before a notary public and submit the original to the appropriate regional office of the Department of Water Resources. Retain one copy for the Water District.

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WATERMASTER'S PROPOSED BUDGET

FOR 20__

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Stream Pratt Core K	Department of Water Resource Eastern Region
Watermaster Name Phyl 1770ulkon	
Mailing Address 178 Pratt Creek Road	
Name of Secretary	
Secretary Mailing Address	

SECTION 42-615, IDAHO CODE

PROPOSED BUDGET FOR SUCCEEDING YEAR. Each watermaster shall, at least fourteen (14) days prior to the annual meeting of the water users of the water district, also prepare a proposed budget for the succeeding year, together with a distribution of the amount of the budget to the respective water users, using the actual deliveries for the past irrigation season or seasons, as the basis for distribution. The proposed budget and distribution shall be submitted to the water users for consideration and approval at the next annual water meeting.

In conformity with the above statute, I hereby submit a Proposed Budget for $\frac{2017}{(YEAR)}$.

Phil 17700 Item
WATERMASTER

(This report must be forwarded to the Secretary of the last Annual Water User's Meeting of your District.)

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EXT YEAR									

Complete this proposed budget report form as follows:

- 1) Enter water right holder name, corresponding IDWR water right number or numbers, and corresponding diversion name and/or remarks on page 2;
- 2) If you wish to estimate next season's assessments based on the average delivery of past seasons, then enter the actual water deliveries to each user for the past two to five seasons on page 3. You have the option of using at least the past two seasons or up to five seasons for averaging. You also have the option of using last year's delivery or one year's delivery as a basis of determining assessments for the next season. Enter deliveries as total 24-hour second feet is a flow rate expressed in terms of one day or 24 hours. For example, a continuous diversion of 2 cfs over 20 days would equal 40 24-hour second feet.
- 3) If using the averaging method, enter the average delivery for past seasons in column 6 of page 3. If you are not averaging, then enter each user's delivery from last year in column 5 and skip column 6.
- 4) In the work space provided at the top of this page, enter next year's proposed watermaster salary, secretary and/or staff salaries, and expenses. You may use the past season costs and expenses, or average past seasons' costs and expenses as an aid in determining next year's budget. A more detailed listing or itemization of expenses and salaries can be attached to this form.
- 5) Divide the total proposed budget amount for next year by the total past season delivery (total of column 5, page 3) or average past seasons deliveries (total of column 6, page 3) to obtain a unit cost factor.
- Multiply the unit cost factor by each user's past season or average past seasons deliveries to obtain the estimated billing for the next year.
- Use column 8, page 3, to enter the adjusted billing amount if the district wishes to carryover debits and credits from the previous season. (Refer to the last watermaster report. If paser had a credit, subtract that credit from his or her estimated billing in column 7 of this report, and enter the difference or adjusted amount in column 8. If a user had a debit, then add that debit to his or her billing amount shown in column 7 and show as adjusted billing in column 8.
- 8) Sign the report and retain to present to the water users at the next annual meeting for the water district.



State of Idano 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
February 4, 2019

GARY SPACKMAN Director

Phil Moulton 178 Pratt Creek Rd Salmon ID 83467

WATER DISTRICT #74F

Dear Watermaster:

Enclosed herewith is a copy of the Watermaster's Annual Report for the past season.

The same has been prepared by the watermaster and approved by this Department in conformity with Sections 42-610, 42-614 and 42-615, Idaho Code.

During the 1993 legislative session, the legislature enacted a new law which amends Section 42-619(9), Idaho Code and removes the independent financial audit requirement for most state water districts. The new law, referenced by Section 67-450B, Idaho Code (copy enclosed) identifies minimum audit requirements for all local government entities. Under the new statute, the governing body of any local government entity (i.e.; water district) whose annual budget does not exceed one hundred thousand dollars (\$100,000) has no minimum audit requirements under this section. This means that any district which handles its own money and whose budget is one hundred thousand dollars (\$100,000) or less does not have to have an independent public account firm conduct a financial audit every few years as previously required by Section 42-619(9).

Please note that only the statutory requirement regarding the independent financial audit has been changed. Districts handling their own fund (i.e.; districts who collect and / or disburse their own funds) must still submit their own statement of the water district's financial affairs at the end of each fiscal year. As recommended in the Department's February 16, 1993 letter and the 1993 Watermaster Handbook, a copy of the financial statement may be submitted either with the annual water masters report or with the minutes of the annual meeting for the ensuing year. An example of an annual financial statement may be found in Appendix C of the 1993 Watermaster Handbook.

The purpose of this letter is to remind all water districts that workers compensation insurance is required for all water district employees. This requirement applies to all water districts in Idaho, regardless of annual budget. Insurance should be applicable at least to all paid water district staff, including the water master as week as well as watermaster assistants, advisory committee, secretary and treasurer. The costs associated with workers compensation insurance is paid directly by the water district and should be considered an expense of the district. For information about obtaining insurance costs etc., please contact the Idaho State Insurance Fund. The State Insurance Fund has offices in Boise, Coeur d'Alene, Idaho Falls, Pocatello and Twin Falls. Water Districts are also reminded that all paid water district staff may be subject to state and federal taxes. These tax requirements will vary depending on salaries and total income of each watermaster or employee. In many water districts, particularly smaller districts with part-time staff, payment of watermaster or each employee. Districts may wish to contact the State Tax Commission or the Internal Revenue Service for information about state and federal withholding taxes.

Sincerely,

Sharla Cox

Administrative Assistant

Enclosure

SCANNED APR 04 2018

State of Idaho Department of Water Resources Certificate of Appointment

This is to certify	that I have on this day	appointed	Phil Moulton	as
Watermaster	_of Water District	74F	_ from this day until the 2	019 annual
meeting or until his	s/her successor is appoi	nted and qualif	ied under the provisions of	Idaho Code Section
42-607, at such rate	e of compensation as est	tablished by app	plicable law.	



This cert	ificate has be	en issued	d and	the seal	of the
Director	fixed at Boise	e, Idaho,	this_	19th _	_
day of	March		,	<u>2018</u> .	

Director - IDWR

Cary Spackman

BEFORE THE DEPARTMENT OF WATER RESOURCES OF THE STATE OF IDAHO

APR 04 2018

Department of Water Resources Eastern Region

State of Idaho)	j	
County of lenh;)	SS	Official Oath
I do solemnly swear or affirm t	that I will support	the Constitution of the United States, the
		ifically including the provisions of
		t I will faithfully discharge all the duties
of the office of Watermaster of	District 74F	_according to the best of my ability. So
help me God.		2
		flif Mouth
		Watermaster
SUBSCRIBED AND SWORN	TO before me thi	is 3971 day of MALL, 2018.

SEAL NOTARA CHILINA N

Notary Public
Residing At Admen 1D
Commission Expires 9 10 2023

APR 04 2018

Department of Water Resources Eastern Region

PETITION FOR WATERMASTER'S SERVICES

RE: Water District No. 74F Stream: MATT Creek
TO: IDAHO DEPARTMENT OF WATER RESOURCES
I, the undersigned, owner or manager of ditches or person controlling ditches in
Water District No. $79/5$, hereby request the services of a watermaster for the reason that there is a necessity for the use and control of the waters of the
NAME OF WATERMASTER: Phil Moulton
ADDRESS OF WATERMASTER: 178 Pratt Creek Road
Salmon ID \$3467
PHONE NUMBER: 709 - 940-0900
Date watermaster is to start: March 15, 2018
If known, the date services of watermaster are to terminate:
Life Moutto 179 Pratt Crak Read Salmon 208-940-090 signature address telephone

<u>Salmon</u>, Idaho <u>Lemhi (o.</u>, 20<u>18</u>

W A R N I N G: Watermaster cannot begin services until ALL conditions of appointment have been fulfilled.



State of Idah DEPARTMENT OF WATER RESOURCES

900 N Skyline Dr., Ste A, Idaho Falls, Idaho 83402-1718

Phone: (208) 525-7161 FAX: (208) 525-7177 www.idwr.idaho.gov

March 19, 2018

C.L. "BUTCH" OTTER Governor

> GARY SPACKMAN Director

Phil Moulton 178 Pratt Creek Rd Salmon ID 83467

RE: WATER DISTRICT #74F

Dear Watermaster:

Your CERTIFICATE OF APPOINTMENT is enclosed herewith. You will, therefore, take charge of the waters of such district and distribute the same in accordance with the law and the decrees of the courts to the various users in such district in accordance with the terms and conditions of their respective rights, and perform such other duties as may be required by the Department of Water Resources, under the laws of the State of Idaho. You are hereby requested to assume your duties at once and continue thereat until the necessity therefore shall cease.

Please feel free to call upon this office whenever we can be of assistance to you. We have a personal interest in the success of your year's work and desire to keep in as close touch with you as conditions will permit.

Respectfully submitted,

Sharla Cox

Administrative Assistant

Enclosure

March 7, 2018

Water District 74F Meeting

Meeting was held for the Pratt Creek Water District 74F, held on March 7, 201 11:00 am on the Old Lemhi Road, Pratt Creek junction. In attendance was Phil Moulton..

Meeting was called to order by Phil Moulton.
Phil Moulton was elected water master.
It was decided to cancel the worker comp. insurance policy.
Budget is set at \$0.

The Moutton

MAR 1 9 2018
Department of Water Resources
Eastern Region



State of Idah DEPARTMENT OF WATER RESOURCES

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March 19, 2018

C.L. "BUTCH" OTTER Governor

> GARY SPACKMAN Director

Phil Moulton 178 Pratt Creek Rd Salmon ID 83467

RE: WATER DISTRICT #74F

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,

Sharla Cox

Administrative Assistant