

*State of Idaho*  
*Department of Water Resources*  
***Certificate of Appointment***

SCANNED  
APR 04 2019

*This is to certify that I have on this day appointed* Clark Cox *as*  
*Watermaster* of Water District 13R *from this day until the 2020 annual*  
*meeting or until his/her successor is appointed and qualified under the provisions of Idaho Code Section*  
*42-607, at such rate of compensation as established by applicable law.*



*This certificate has been issued and the seal of the*  
*Director fixed at Boise, Idaho, this* 3rd *—*  
*day of* April *, 2019.*

*Gary Spackman*

*Director - IDWR*



State of Idaho

## 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](http://idwr.idaho.gov) • Email: [easterninfo@idwr.idaho.gov](mailto:easterninfo@idwr.idaho.gov)

BRAD LITTLE  
Governor

GARY SPACKMAN  
Director

April 3, 2019

Water District #13R  
Clark Cox  
5935 W Oxford Creek Rd  
Clifton Id 83228

RE: WATER DISTRICT #13R

Dear Watermaster:

Your **CERTIFICATE OF APPOINTMENT** is enclosed herewith. As the appointed watermaster, you have sworn an oath to comply with applicable provisions of Title 42, Chapter 6, Idaho Code. Distribution of water within water districts is accomplished by watermasters and supervised by the Idaho Department of Water Resources (Department). Therefore, the watermaster must be responsive to inquiries and instruction provided by the Department.

The Department is instructing you, as a new watermaster, to will need to attend a watermaster training workshop. The Department will notify you of upcoming locations, dates and times.

As the watermaster, your duties include but may not be limited to:

- Distributing water consistent with water right priority dates and associated water right conditions or limitations;
- Measuring and documenting delivery of water to the individual water users;
- Submitting an annual report of the delivery amounts made to the water users. The watermaster report must be submitted prior to the expiration of the watermaster's term of service (prior to the annual meeting);
- Submitting a proposed budget for the succeeding year at least 14 days prior to the annual meeting;
- Preparing a preliminary distribution of assessments based on the proposed budget and amount of water delivered to the individual users at least 14 days prior to the annual meeting;
- Collecting or coordinating the collection of assessments from water users with the assistance of the elected and appointed treasurer of the water district;

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**APR 04 2019**

- Maintaining diversion records and making the data available to the Department; and
- Coordinating with other watermasters regarding water measurement associated with conditions of approval for exchange rights re-diverted outside your water district.

**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,**

A handwritten signature in blue ink, appearing to read "Sharla Cox", is written over the typed name and title.

**Sharla Cox  
Administrative Assistant**

**Enclosure**

**SCANNED**

**APR 04 2019**

PETITION FOR WATERMASTER'S SERVICES

Oxford, Idaho

February, 2019

RE: Water District No. 13-R

Stream: Oxford

TO: IDAHO DEPARTMENT OF WATER RESOURCES

I, the undersigned, owner or manager of ditches or person controlling ditches in Water District No. 13-R, 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 District.

NAME OF WATERMASTER: Clark Cox

ADDRESS OF WATERMASTER: 5935 West Oxford Creek Rd.

PHONE NUMBER: (208) - 747 - 3564

Date watermaster is to start: April 1, 2019

If known, the date services of watermaster are to terminate: October 31, 2019

x Clark Cox 5935 W. Oxford Creek Rd (208)-747-3564  
signature address telephone

WARNING: Watermaster cannot begin services until ALL conditions of appointment have been fulfilled.



BEFORE THE DEPARTMENT OF WATER RESOURCES  
OF THE STATE OF IDAHO

State of Idaho )  
 ) ss  
County of Franklin )

Official Oath

I do solemnly swear or affirm that I will support the Constitution of the United States, the Constitution and laws of the State of Idaho, specifically including the provisions of Section 42-605 and 42-607, Idaho Code, and that I will faithfully discharge all the duties of the office of Watermaster of District 13-R according to the best of my ability. So help me God.

Dale Cox

Watermaster

SUBSCRIBED AND SWORN TO before me this 26<sup>th</sup> day of March, 2019.

SEAL



Trace Coats

Notary Public

Residing At Preston, ID

Commission Expires 5/11/2021

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APR 04 2019

BEFORE THE DEPARTMENT OF WATER RESOURCES  
OF THE STATE OF IDAHO

State of Idaho            )  
                                  ) ss  
County of Franklin)

Official Oath

I do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution and laws of the State of Idaho, specifically including the provisions of Sec. 42-619, Idaho Code, and that I will faithfully discharge all the duties of the office of treasurer of District 13-R for the calendar year of 2019 according to the best of my ability. So help me God.

*Zeke Cox*  
Treasurer

SUBSCRIBED AND SWORN TO before me this 26<sup>th</sup> day of March, 2019

Seal



*Trace Coats*  
Notary Public  
Residing at Preston, ID  
Commission Expires 5/11/2021

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APR 04 2019



WATER DISTRICT INFORMATION SHEET

2019

Year

RECEIVED  
APR 01 2019  
Department of Water Resources  
Eastern Region

Oxford Water District 13-R  
Water District # / Stream Name

Clark Cox  
Watermaster Name

5935 West Oxford Creek Road Clifton, ID 83228  
Address

(208)-747-3564 (208)-339-2638 clarkcox@gmail.com  
Phone Number, Home / Cell E-Mail Address

N.A.  
Assistant Watermaster Name

Address

Phone Number, Home / Cell E-Mail Address

Zac Cox  
Secretary Name

9165 North Church Street Clifton, ID 83228  
Address

(208)-851-2787 zcox19@gmail.com  
Phone Number, Home / Cell E-Mail Address

Please print in the blank information above and return it to the Idaho Department of Water Resources. Your cooperation on this matter would be greatly appreciated. If you have any questions, please feel free to contact me.

Respectfully Submitted,

Sharla Cox  
Administrative Assistant

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APR 04 2019



**Oxford Water District 13-R  
Annual Water Meeting Minutes  
February 27, 2019**

Those in attendance: Clark Cox, Zac Cox, DeMille Coburn, Dolletta Roberts, Dee Boyce, Casey Fisher, Brian Hennesy, Michael Holliday, Nola Garner, Dan Garner

It was motioned by Dee Boyce to have Zac Cox as meeting Chairman and seconded by all. Zac then read the minutes from last year's meeting.

It was motioned by Nola Garner to elect Clark Cox as Water Master and was seconded by DeMille Coburn.

Motion was made to have Zac Cox as secretary by Casey Fisher. Motion was seconded by Dee Boyce.

Ditch Riders were elected and seconded by all in attendance. They are as follows:

North Ditch	Kay Baker
South Ditch	Benny Kendall
Bar – Z	Claire Hatch

It was once again discussed that water holders are responsible to clean and maintain their ditches from the point of diversion.

Michael Holliday from the State talked about the possibility of becoming a canal company. He mentioned some of the advantages to this. This may be something that could benefit our water district. The water district attendees did not want to pursue this option at this time. We will discuss this more in future meetings.

For 2019, a beginning balance of \$5,732.75 was reported in the water district account at Ireland Bank. A budget was presented and approved by all in attendance. It is as follows:

Water Master	\$500.00
North Ditch Rider	\$75.00
South Ditch Rider	\$75.00
Bar – Z	\$50.00
Maintenance/Postal	<u>\$500.00</u>
TOTAL	\$1200.00


All water fees will remain the same.

It was brought to attention that the big valve on the Oxford Creek water line is cracked and will be replaced this spring.

Next years meeting will be held on February 26, 2020 at the Clifton Community Center.

Meeting was motioned to adjourn and seconded by all.

**Water fees are due by May 1<sup>st</sup>**

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**APR 04 2019**  




**ADOPTED BUDGET AND RESOLUTIONS  
PERTAINING TO THE COLLECTION THEREOF**

FOR 20 19

WATER DISTRICT NO. 13 - R

STREAM Oxford

COUNTY Franklin

NAME OF SECRETARY Zac Cox

ADDRESS OF SECRETARY 9165 North Church Street

**COLLECTION AND HOLDING OF WATER DISTRICT FUNDS**

Please check the appropriate box regarding the collection and holding of Water District funds.

☒ The Water District collects and holds its own funds.

☐ \_\_\_\_\_ County collects and holds funds for the Water District.  
(county name)

☐ \_\_\_\_\_ County collects the Water District's funds and deposits the funds in an account held by the Water District.  
(county name)

(This report must be certified and made in duplicate, one copy to be forwarded to the appropriate regional office of the Idaho Department of Water Resources., and one copy to the Secretary of the Annual Water User's Meeting of the Water District. If a designated county collects funds for the water, then a third copy must be sent to the auditor of the designated county.)

Oxford, Idaho, February, 20 19

I HEREBY CERTIFY that the within is true and correct copy of the budget as adopted at the annual Water User's Meeting of Water District No. 13 - R, held at Clifton Community Center on the 27<sup>th</sup> day of February, 20 19 and all resolutions adopted at said meeting pertaining to the time and the manner of collecting the amounts provided for in the said budget.

Zac Cox

Secretary, Water District No. 13 - R

**SCANNED**

APR 04 2019

WATER DISTRICT No. 13 - R

TOTAL ESTIMATED EXPENSES FOR 2019.....\$ 1200.00

[illegible]

# Oxford Water District 13-R

Water User	Plowed	Meadow	Dbl Lot	Sgl Lot	Address			Amt of Budget (\$)
<i>South Stream</i>	<i>\$1.25</i>	<i>\$1.07</i>	<i>\$6.26</i>	<i>\$8.53</i>				
Boyce, James D	13				8035 N WESTSIDE HWY	Clifton, ID	83228	\$16.25
Cox, Clark			6.75		5935 W OXFORD CREEK RD	Clifton, ID	83228	\$42.26
Tew, Burton				2	8829 N WESTSIDE HWY	Clifton, ID	83228	\$17.06
Tew, Burton (rental)				1	8829 N WESTSIDE HWY	Clifton, ID	83228	\$8.53
Garner, Lynn	23	6			P.O BOX 57	Clifton, ID	83228	\$35.17
Geersten, Reed			1.66		1255 NORTH 1400 EAST	Logan, UT	84341	\$10.39
Hatch, Claire	150	12			8985 N WESTSIDE HWY	Clifton, ID	83228	\$200.34
Kendall, Benny	42.5	34		1	8795 N WESTSIDE HWY	Clifton, ID	83228	\$98.04
Tripp, Curtis	24	40			8580 N WESTSIDE HWY	Clifton, ID	83228	\$72.80
Atkin, Blake	14.5	10			7579 N WESTSIDE HWY	Clifton, ID	83228	\$28.83
Richins, Claude R	61	19			7945 N WESTSIDE HWY	Clifton, ID	83228	\$96.58
Roberts, James	25.5	31			8096 N WESTSIDE HWY	Clifton, ID	83228	\$65.05
Ward, Leonard		17			110 NORTH BEAR RIVER BLUFFS	Preston, ID	83263	\$18.19
Barlow, Reta				1	8806 N WESTSIDE HWY	Clifton, ID	83228	\$8.53
<b>TOTAL</b>	<b>353.5</b>	<b>169</b>	<b>8.41</b>	<b>5</b>				<b>\$718.02</b>
<i>Bar Z Stream</i>								
Coburn, DeMille			4		9006 N HARKNESS	Clifton, ID	83228	\$25.04
Cox, Clark	29		1.66		5935 W OXFORD CREEK RD	Clifton, ID	83228	\$46.64
Geertsen, Reed			3.75		1255 NORTH 1400 EAST	Logan, UT	84341	\$23.48
Hatch, Alan			1.66		8955 N WESTSIDE HWY	Clifton, ID	83228	\$10.39
Hatch, Claire			10		8985 N WESTSIDE HWY	Clifton, ID	83228	\$62.60
Garner, Lynn				1	P.O BOX 57	Clifton, ID	83228	\$8.53
McMullin, Mike				1	3869 WESTLAND DRIVE	West Jordan, UT	84088	\$8.53
Shutt, Mitchell			1.5		448 EAST CENTER STREET	Bountiful, UT	84010	\$9.39
<b>TOTAL</b>	<b>29</b>	<b>0</b>	<b>22.57</b>	<b>2</b>				<b>\$194.60</b>
<i>North Stream</i>								
Baker, Gary			3.5	1	5739 WEST OXFORD NORTH ST	Clifton, ID	83228	\$30.44
Baker, Glen K			14		386 SOUTH STATE	Richmond, UT	84333	\$87.64
Terry, Curtis			4			Las Vegas, NV		\$25.04
Coburn, DeMille			5	2	9006 N HARKNESS	Clifton, ID	83228	\$48.36
Cox, Clark	12	2.5	13		5935 W OXFORD CREEK RD	Clifton, ID	83228	\$99.06
Dixon, Bill				1	RURAL ROUTE	Downey, ID	83234	\$8.53
Fisher, A L Corp % J Fisher			9.5		c/o Jim Fisher 985 WEST 4000 NORTH	Ogden, UT	84414	\$59.47
Fisher, Casey				1.5	2910 NORTH 1600 EAST	N. Logan, UT	84341	\$12.80
Fisher, Eldon			1	1	c/o Casey Fisher 2910 NORTH 1600 EAST	N. Logan, UT	84341	\$14.79
Fisher, Don	12	2.5			3660 NORTH 300 WEST	Hyde Park, UT	84318	\$17.68
Hatch, Alan	6				8955 N WESTSIDE HWY	Clifton, ID	83228	\$7.50
Hennessey, Brian			9.67		130 WEST 2950 SOUTH	Salt Lake City, UT	84115	\$60.51
Shackleford, Paul			4.83		WEST OXFORD NORTH STREET	Clifton, ID	83228	\$30.26
Hatch, Jerry				1	5795 WEST OXFORD MAIN	Clifton, ID	83228	\$8.53
Stuart, Bill			2.52		8855 NORTH HARKNESS	Clifton, ID	83228	\$15.78
Moyle, Doug				1	3949 NORTH WESTSIDE HWY	Clifton, ID	83228	\$8.53
Jensen, Odell	3.5	35	7	1	5175 GALENA ST	Pocatello, ID	83202	\$94.18
Jensen, Theron		22.5	2		P.O. BOX 193	Mesquite, NV	89024	\$36.60
Kendall, Benny			2	1	8795 N WESTSIDE HWY	Clifton, ID	83228	\$21.05
Kirkbride, James	8	5	3.5		P.O. BOX 24	Franklin, ID	83287	\$37.26
Fisher, Jeff			3.82		7537 BRIGHTON POINT DR	Salt Lake City, UT	84121	\$23.91
Murphy, Phyllis				1	5779 WEST OXFORD MAIN	Clifton, ID	83228	\$8.53
US Fish & Wildlife	92	44.5	4.66		c/o Lynn Garner P.O BOX 57	Clifton, ID	83228	\$191.79
Yearsley, Bret	29	15	15.5		RURAL ROUTE	Swan Lake, ID	83281	\$149.33
<b>TOTAL</b>	<b>162.5</b>	<b>127</b>	<b>105.5</b>	<b>11.5</b>				<b>\$1,097.57</b>
<b>Grand Total</b>	<b>545</b>	<b>296</b>	<b>136.48</b>	<b>18.5</b>				<b>\$2,010.19</b>

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APR 04 2019



RESOLUTIONS PERTAINING TO THE TIME AND MANNER OF COLLECTING THE BUDGET AS  
ADOPTED AT THE ANNUAL MEETING OF THE USERS OF

WATER DISTRICT No. 13-R

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APR 04 2019



# Annual Water District Meeting Checklist

Per Idaho Code Title 42 Chapter 6 (Distribution of Water Among Appropriators), annual water district meetings must include (at a minimum) the actions listed below.

IDWR wants to ensure each water district is meeting these minimum standards. **Please return this completed checklist to the appropriate IDWR regional office with the annual meeting minutes (this list does not replace meeting minutes) and ensure that all of these actions are clearly addressed in the meeting minutes.**

Water District Number and Name: Oxford Water District 13-R

Meeting Date: Feb 27, 2019

- ☒ Election of meeting chairman
- ☒ Election of water district watermaster (and assistant watermaster (optional)
- ☒ Election of water district secretary and / or treasurer
- ☒ Approval of adopted budget
- ☒ Minutes, make sure date, time, place and roster of attendees are included in minutes.
- ☒ Make sure the secretary or authorized person sign the Minutes.
- ☒ Next year's meeting date, location, and time

Feb 2020 7:00 p.m. Clifton Community Center  
Meeting Date, Time of Meeting and Location (next year)

RECEIVED  
APR 01 2019  
Department of Water Resources  
Eastern Region

## Preparation Checklist after Annual Meeting

- ☐ Idaho Statutes 42-605 states, "Within five (5) days after meeting...the meeting secretary shall forward a certified copy of the minutes .... to the department. Along with the Minutes, the Adopted Budget, Oath, Petition of Watermaster and Information sheet should be submitted to IDWR before the irrigation season starts. IDWR needs to send the "Certificate of Appointment" of Watermaster and Treasurer prior to irrigation season.
- ☐ Idaho Statutes 42-606 states, "All watermasters shall make an annual report to the department ....." This report should be submitted to the Department by December 31 of each year.

By signing below I verify that all required actions have been addressed at the water district annual meeting

Completed by:

[Signature]  
Water District Representative

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State of Idaho

**DEPARTMENT OF WATER RESOURCES**

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BRAD LITTLE  
Governor

GARY SPACKMAN  
Director

April 3, 2019

Water District #13R  
Zac Cox  
9165 N Church St  
Clifton Id 83228

RE: WATER DISTRICT #13R

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,

A handwritten signature in blue ink that reads "Sharla Cox". The signature is written in a cursive style with a large, looping initial 'S'.

Sharla Cox  
Administrative Assistant

**SCANNED**

**APR 04 2019**