

# WATERMASTER'S REPORT

RECEIVED

JAN 29 2018

Department of Water Resources  
Eastern Region, ZD 17

From 4-15 '17 To 9-30

Water District No. 29A

Name of Watermaster Robert F Zausch

P.O. Address 8083 W Pocatello Creek Rd, Pocatello, Id 83201

### AFFIDAVIT OF WATERMASTER

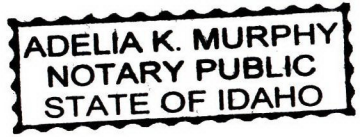
STATE OF IDAHO }  
COUNTY OF Bannock } ss.

Robert F. Zausch, being first duly sworn, deposes and says that he is Watermaster of Water District 29A, having been lawfully appointed by Gary Spackman, Director, Idaho Department of Water Resources, and that the volumes of water, as stated in this report and prorated by him to the water right holders of the district are correct.

Robert F Zausch  
(Deputy) Watermaster District No. 29A

Subscribed and sworn to before me, this 26<sup>th</sup> day of January, '18

Adelia K. Murphy  
Notary Public



My Commission expires 06/18/2020

I HEREBY CERTIFY, that Robert F Zausch was lawfully appointed by me as Water Master of Water District No. 29A, and that the information contained in this report, as herein sworn to, is, to the best of my knowledge and belief, correct.

Boise, Idaho, January 29, 2017

Gary Spackman  
Director, Department of Water Resources

By Jenni M. D... **SCANNED**  
**FEB 07 2018**

WATER RIGHT OWNER

IDWR  
WATER RIGHT  
IDENT No.

DIVERSION NAME / REMARKS

1 Monitor only for Disputes or  
2 Illegal pumping from Pocotello Creek  
3  
4  
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11  
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13  
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30

WATER RIGHT OWNER  
POCOTELLO CREEK  
DIVERSION NAME / REMARKS

SCANNED  
FEB 07 2018

Total Delivery in 24-Hour Sec. Feet	Total Cost		Adopted Budget		Credits		Debits		Cost Per 24-Hr. Sec. Ft. \$ _____
	\$	cts.	\$	cts.	\$	cts.	\$	cts.	
									Total No. Days of Watermaster <b>165</b>
									days at \$ <del>0</del> per day \$ <del>0</del>
									Total No. Days of Asst. Watermaster
									days at \$ _____ per day \$ <del>0</del>
									Other expenses charged pro rata \$ <del>0</del>
									<b>TOTAL COST</b> \$ <del>0</del>
									Total No. 24-Hour Sec. Feet Delivered
									Cost per 24-Hour Sec. Feet Delivered \$
									<p><i>This is a Volunteer Job. No pay or Other Expenses to Report</i></p> <p><i>[Signature]</i></p>

**SCANNED**  
**FEB 07 2018**

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.

SCANNED  
FEB 07 2018



**State of Idaho**  
**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](http://www.idwr.idaho.gov)

C.L. "BUTCH" OTTER  
Governor

February 7, 2018

GARY SPACKMAN  
Director

Robert F Zausch  
8083 W Pocatello Creek Rd  
Pocatello ID 83201

WATER DISTRICT #29A

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.

**SCANNED**  
**FEB 07 2018**

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 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  
FEB 07 2018



State of Idaho  
**DEPARTMENT OF WATER RESOURCES**  
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February 7, 2018

C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

Water District 29A  
Todd Anderson  
9895 W Clifford Dr  
Pocatello ID 83201-9026

WATER DISTRICT #29A

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Sincerely,



Sharla Cox  
Administrative Assistant

Enclosures

**SCANNED**  
FEB 07 2018





State of Idaho  
**DEPARTMENT OF WATER RESOURCES**  
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C.L. "BUTCH" OTTER  
 Governor

GARY SPACKMAN  
 Director

October 25, 2017



Water District 29A  
 Robert F Zausch  
 8083 W Pocatello Creek Rd  
 Pocatello ID 83201-9039

RE: Requesting Watermaster's Report / Daily Record Books

Dear Watermaster:

In accordance with Chapter 6, Section 42-614 of the Idaho Code, and department regulations, **the Watermaster of each district is required to submit an annual report to the Department of Water Resources, at 900 N Skyline Dr Ste A, Idaho Falls ID 83402 by December 31, 2017.** You should forward a copy to the County Treasurer, if applicable. Please be certain all of the report is complete.

In accordance with Chapter 6, Section 42-615 of the 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.

We are enclosing sufficient forms for filling out the Watermaster's Report and the Proposed Budget.

**Do not fail to send the Watermaster's Daily Record Books along with the Watermaster Report.**

Sincerely,

Sharla Cox  
 Administrative Assistant

SCANNED  
 FEB 07 2018

SCANNED  
MAR 16 2017

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

*This is to certify that I have on this day appointed Robert F Zausch as  
Watermaster of Water District 29A from this day until the 2018 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 16th  
day of March, 2017.*



*Gary Spackman*  
\_\_\_\_\_  
Director - IDWR



**State of Idaho**  
**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](http://www.idwr.idaho.gov)

March 16, 2017

C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

Robert F Zausch  
8083 W Pocatello Creek Rd  
Pocatello ID 83201

**RE: WATER DISTRICT #29A**

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,

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

Enclosure

SCANNED  
MAR 16 2017

RECEIVED

MAR 16 2017

Department of Water Resources  
Eastern Region

## Notes for 2017 Water Meeting

Read minutes from previous year  
Discussed any complaints from users  
in 2016. There was water only in  
the month of June. Presidency is the  
same as previous year. Bob Hurst President  
Bob Zouch Water master, Todd Anderson  
secretary. There are no dues to  
be charged to the water District 29A,  
and none were collected in 2016  
The role of water master was  
explained to new members at the  
meeting. No questions were asked,  
and the meeting was adjourned.

Todd Anderson  
March 7 2017

SCANNED  
MAR 16 2017



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March 16, 2017

**C.L. "BUTCH" OTTER**  
Governor

**GARY SPACKMAN**  
Director

Todd Anderson  
9895 W Clifford Dr  
Pocatello ID 83201

RE: WATER DISTRICT #29A

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

017  
SCANNED  
MAR 16 2017