

# WATERMASTER'S REPORT

RECEIVED  
DEC 14 2018  
Department of Water Resources  
Eastern Region

From Jan 1, 20 18 To Dec 31, 20 18

Water District No. 296

Name of Watermaster Kent Winwar

Mailing Address 699 E Big Hollow RD Downey ID 83234

## AFFIDAVIT OF WATERMASTER

STATE OF IDAHO )  
COUNTY OF Bannock ) ss.

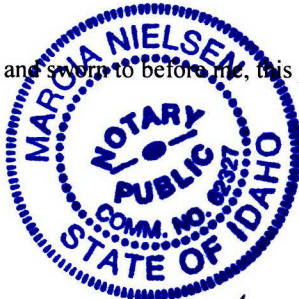
Kent Winwar, being first duly sworn, deposes and says that he/she is Watermaster of Water District 296, having been lawfully appointed by \_\_\_\_\_, Director, Idaho Department of Water Resources, and that the volumes of water, as stated in this report and prorated by him/her to the water right holders of the district are correct.

KTW

(Deputy) Watermaster District No. 296

Subscribed and sworn to before me, this

12th day of December, 20 18



(SEAL)

Marcia Nielsen  
Notary Public

My Commission expires 09/27/2019

Boise, Idaho December 14, 2018

I HEREBY CERTIFY, that Kent Winwar was lawfully appointed by me as Watermaster of Water District No. 296, and that the information contained in this report, as herein sworn to, is, to the best of my knowledge and belief, correct.

Gary Spackman  
Director, Department of Water Resources

By Kenneth W. Dunn

SCANNED

DEC 14 2018

	WATER RIGHT OWNER	IDWR WATER RIGHT NO.	DIVERSION NAME/REMARKS
1	Birch creek =		
2	Bill Phillips	2/24	
3	Kent Winward	2/24	
4	Hansen	2/24	
5	Phil Fergus	5/24	
6	Shane Eliason	2/24	
7	Heritage west	8/24	
8	Gardner/maler	2/24	
9	Baker	} 1/24	
10	Martinez		
11	other		
12			
13	Station creek		
14			
15	Kent Winward	1/5	
16	mark Bloxham	2/5	
17	Heritage	2/5	
18			
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SCANNED

DEC 14 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

C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

December 14, 2018

Kent Winward  
699 E Big Hollow Rd  
Downey DI 83234

WATER DISTRICT #29G

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

DEC 14 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

DEC 14 2018





State of Idaho

## DEPARTMENT OF WATER RESOURCES

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C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

December 14, 2018

Water District 29G  
Richard D Gardner  
24286 S Marsh Valley Rd  
Downey Id 83234

WATER DISTRICT #29G

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Sincerely,

A handwritten signature in blue ink, appearing to read "Sharla Cox", is written over a large, stylized blue circular mark.

Sharla Cox  
Administrative Assistant

Enclosures

SCANNED  
DEC 14 2018

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

SCANNED

FEB 09 2018

*This is to certify that I have on this day appointed* Kent Winward *as*  
Watermaster *of Water District* 29G *from this day until the 2019 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* 9th *—*  
*day of* February *, 2018.*

*Gary Spackman*

*Director - IDWR*





State of Idaho

**DEPARTMENT OF WATER RESOURCES**

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C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

February 9, 2018

Kent Winward  
699 Big Hollow Rd  
Downey ID 83234

RE: WATER DISTRICT #29G

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, appearing to read 'Sharla Cox', is written over a large, light blue circular stamp or watermark.

Sharla Cox  
Administrative Assistant

Enclosure

**SCANNED**

**FEB 09 2018**

Annual Mtg.  
Birch Crk. Water Dist AG  
2/6/18

Roll call: Skip Gardner, Kent Winward,  
Phil Sargus, Mike Daughan, Dave Blophan  
Rex Nielsen, Jerry McKee

Wm. Phillips (Chairman) Skip Gardner (Sec, Treas.)  
Kent Winward (Watermaster)

Cherry Crk water users in attendance & will  
pay \$90.00 assessment.

Wages to remain the same. \$350.00 for watermaster  
\$150.00 for Sec.

Budget the same. \$500.00 for Malad + \$810.00 for Downey

Fin. report read & approved.

Mtg adjourned

# 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:

Birch Creek Water Assoc. AG

Meeting Date:

2/6/18

- ☒ Election of meeting chairman and secretary
- ☒ Election of water district watermaster
- ☐ Election of water district assistant watermaster(s) (optional)
- ☐ Election of water district secretary/treasurer (optional)
- ☒ Approval of adopted budget
- ☒ Next year's meeting date, location, and time

1st Tues of Feb. 2019 Downey Id 7<sup>00</sup> PM

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

Completed by:

[Signature]

Water District Representative

SCANNED

FEB 09 2018



# PTED BUDGET AND RESOLUTIONS

## PERTAINING TO THE COLLECTION THEREOF

FOR 20 18

RECEIVED  
FEB 08 2018  
Department of Water Resources  
Eastern Region

WATER DISTRICT NO. 29G

STREAM Birch Crk Water

COUNTY Bannock

NAME OF SECRETARY Richard (Skip) Gardner

ADDRESS OF SECRETARY 24286 S. Marsk Valley Rd.  
Downey, Id 83234

### 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.

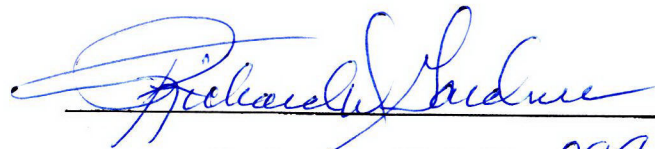
☐ \_\_\_\_\_ County collects and holds funds for the Water District.  
(county name)

☐ \_\_\_\_\_ 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.)

\_\_\_\_\_, Idaho, \_\_\_\_\_, 20\_\_\_\_

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. 29G, held at Downey, Id on the 6<sup>th</sup> day of Feb, 2018 and all resolutions adopted at said meeting pertaining to the time and the manner of collecting the amounts provided for in the said budget.



Secretary, Water District No. 29G

SCANNED

FEB 09 2018







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

WATER DISTRICT No. 296

---

Collected by Sec.

**SCANNED**

**FEB 09 2018**



State of Idaho

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February 9, 2018

C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

Richard D Gardner  
24286 S Marsh Valley Rd  
Downey ID 83234

RE: WATER DISTRICT #29G

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".

Sharla Cox  
Administrative Assistant

SCANNED

FEB 09 2018