

# Annual Water District Meeting Checklist

Water district annual meetings must address certain topics. The checklist below will help ensure each water district is addressing the necessary topics during the annual meeting. Please return this completed checklist to the appropriate IDWR regional office along with the adopted budget, resolutions, and annual meeting minutes.

Water District Number and Name:

13R - OXFORD CREEK

RECEIVED

JUL 07 2025

DEPT. OF WATER RESOURCES  
EASTERN REGION

Meeting Date, Time and Location:

APRIL 26, 2024 - 7:00 PM - MOYLE CENTER 175 W CENTER STREET CLIFTON, ID 83228

- ☐ Election of meeting chairman and secretary (*chairman facilitates meeting and secretary must record meeting minutes and submit to IDWR within 5 business days following the meeting*)
- ☒ Read and approve previous year annual meeting minutes
- ☒ Watermaster report and presentation of proposed budget
- ☒ Treasurer financial report
- ☒ Adopt budget (*must be submitted to IDWR immediately following the meeting*)
- ☐ Elect watermaster\*
- ☐ Elect assistant watermaster(s)\* (optional)
- ☐ Elect water district treasurer\*
- ☐ Select an advisory committee (optional)
- ☐ Adopt resolutions (*must be submitted to IDWR immediately following the meeting*)
- ☒ Determine next year's meeting date, time and location

Date MARCH 20, 2026 Time 7:00 pm Location MOYLE COMMUNITY CENTER

\* An oath is required before the first year of service.

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

Completed by:

BRIAN HENNESSY, SECRETARY

07.05.25

Water District Representative / Title

Date

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JUL 07 2025

DEPT. OF WATER RESOURCES  
EASTERN REGION

## WATER DISTRICT 13R OXFORD CREEK

April 25, 2025 – AMENDED July 3, 2025

Minutes of the annual meeting for Water District 13R held at 6:00 PM at the Moyle Center located at 175 W. Center Street Clifton, Idaho 83228

### ATTENDEES:

Lynn Garner, Brian Hennessy, Steve Fisher, Dean Anderson, Robin Anderson, Claude Richins, Dolletta Roberts, Rand Roberts, Levi Waldron, Curtis Terry, Jarrod Barlow, Reta Barlow, Jake Anderson, Jackie Anderson, Blake Atkin, DeMille Coburn, Zac Cox, Clark Cox, Reed Geertsen, Christopher Holmes, Casey Fisher, ~~Curtis Tripp~~

### ITEMS:

Meeting called to order by Lynn Garner

- Meeting Minutes from April 26, 2024, read by Brian Hennessy. Meeting Minutes accepted 1<sup>st</sup> by Zac Cox, 2<sup>nd</sup> by Clark Cox.
- Budget review by Brian Hennessy:

○ Beginning Balance – April 24, 2024	\$8,408.29
○ Income	\$2,448.91
○ Expenses – BarZee Repairs	- \$59.41
○ Expenses – Moyle Center	- \$45.00
○ Expenses – Water Schedule Programming	- \$300.00
○ Expenses – Notary Services	- \$100.00
○ Expenses – Ditch Riders	- \$225.00
○ Expenses – Watermaster	- \$500.00
○ Expenses – Secretary	- <u>\$200.00</u>
○ Balance as of April 25, 2025	\$9,427.79
○ Collectable	\$342.09
- Budget review accepted 1<sup>st</sup> by Clark Cox, 2<sup>nd</sup> by Reed Geertsen
- Ditch Riders will remain the same as last year.

○ Zac Cox	North Stream
○ Clark Cox	Barzee
○ Rand Roberts	South Stream
- Lynn Garner presented a draft copy of the Oxford Creek Irrigation Company (Water District 13-R) By-Laws. Copies were provided for all attending. Recipients are encouraged to review the draft and report any comments or concerns to the Watermaster via email or in writing to Lynn Garner.  
Email: [waterdistrict13r@gmail.com](mailto:waterdistrict13r@gmail.com)

For those that were not able to attend this meeting, a copy of the By-Laws can be requested via email by emailing Brian Hennessy at [oxford13rwater@gmail.com](mailto:oxford13rwater@gmail.com)

- Stock certificates were distributed to attending members after the meeting.
  - Recipients to sign confirmation document of receiving stock certificate(s):

For those that were not able to attend this meeting, certificate(s) can be requested by contacting Brian Hennessy at [oxford13rwater@gmail.com](mailto:oxford13rwater@gmail.com) or call 801.824.1300.

- Transition to email-based invoicing and meeting minute distribution. Please provide updated contact information on the document provided at the end of the meeting.

For those that were not able to attend this meeting, please provide the following:

Share Name:  
Contact Name:  
Address:  
Email:  
Phone #:

Email to Brian Hennessy at [oxford13rwater@gmail.com](mailto:oxford13rwater@gmail.com)

- Water schedule presented by Lynn Garner:
  - Water schedule presented by Lynn Garner.
  - Bar Z (Blue Schedule was mislabeled as North Stream).
  - Discussed splitting time.
  - Please submit any changes or corrections to Lynn Garner.

For those that were not able to attend this meeting, a copy of the water schedule can be requested via email by emailing Brian Hennessy at [oxford13rwater@gmail.com](mailto:oxford13rwater@gmail.com)

- Water Fees – Water fees are to remain the same for 2025. A proposal is being developed to standardize the rate making cost uniform regardless of share types. This change requires further study and discussions with affected parties and will be circulated as a formal proposal for future action.
- Claude Richins and Rand Roberts indicated that the South Stream ditch has been damaged by cattle grazing on the land owned by Lynn Garner/Garner Nola Living Trust. A committee will investigate the damage and make recommendations.
- Reta Barlow indicated that water has not been able to be delivered to her property for some time. Lynn said that he would be looking into getting water to the Barlow property.
- *Rand Roberts indicated that he purchased Rex Kendall's 4 shares. Lynn indicated that this needs to be reviewed.*
- **Next year's annual meeting**
  - **March 20, 2026, at 7:00 PM** – Accepted 1st by Claude Richins, 2<sup>nd</sup> by Clark Cox
- Motion to adjourn, 1<sup>st</sup> by Zac Cox, 2<sup>nd</sup> by Jared Barlow.

# ROSTER OF ATTENDANCE 20 25 ANNUAL MEETING

WATER DISTRICT NO. 13-R )

ANNUAL MEETING

WATER DISTRICT AREA OXFORD CREEK )

Date 04.25.25 Time 6:00 PM am/pm

Location MOYLE CENTER

Address 175 W CENTER STREET  
CLIFTON, IDAHO 83228

NAME	ADDRESS	REPRESENTING
BRIAN HENNESSY	9132 N CHURCH ST.	SELF
STEVE FISHER	8666 Harkness St	A.L. FISHER, CORP
Don Anderson	2797 South 3925 W. 84401	SELF
Robin Anderson	2797 S 3925 W. Ogden, UT 84401	Self
Claude Richman	7945 N. Westside Hwy	SELF
RAND ROBERTS	8095 N. WESTSIDE HWY	SELF
DOLLETTA ROBERTS	8096 N WESTSIDE HWY	SELF
LEVI WALDRON	8705 N. WESTSIDE HWY	JAMES BOYCE/SELF
Curtis Terry	8535 Carbett St, L.V. NV 89149	Self
Reta Barlow	8806 N WS HWY	Self
Jarrod Barlow	8806 N WS HWY	Self
Jack Anderson	2797 S 3925 W. Ogden UT 84401	Self
Jackie Anderson	↓	Self
DeMille Glum	9006 N. HARKNESS STR. CLIFTON, Idaho	SELF

NAME

ADDRESS

REPRESENTING

Zac Cox	9165 N. Church St.	Self
Clark Cox	5935 W. Oxford Creek Rd.	Self
Reed Geertsen	1255 N. 1400 E Logan, UT 84341	Self
Christopher Holmes	305 E 600 S Suite 300, Preston 83263	IDWR