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:

45-C Goose Creek

Meeting Date, Time and Location:

March 12 1pm Oakley Canal Office

- ☑ Election of meeting chairman and secretary (***chairman facilities 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_____ Time_____ Location_____

* 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:

Kelly B. Clemens Secretary 3/12/24

Water District Representative / Title *Date*