



State of Idaho  
DEPARTMENT OF WATER RESOURCES

Western Region • 2735 Airport Way • Boise, Idaho 83705-5007  
Phone: (208) 334-2190 • Fax: (208) 334-2348 • Website: www.idwr.idaho.gov

RECEIVED  
DEC 04 2018  
WATER RESOURCES  
WESTERN REGION

C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

To: 61E Cold Springs Creek  
From: Western Region  
Date: December 3, 2018  
Re: Annual Water District Meeting Information Form

Please complete this annual water district meeting information form and return it to IDWR (contact information below). Upon receipt of the completed form, IDWR sends meeting notices to each water user and interested party in the district. Notices must be mailed no later than three weeks prior to the meeting day. Therefore, to provide IDWR adequate time to create and mail the notices, please return the completed form to IDWR by as soon as possible or no later than four weeks before the meeting day.

Meeting Location

Facility Name Glenns Ferry City Hall  
Room Name/Number Back Room (use side door)  
Street Address 110 E. 2nd Ave.  
City Glenns Ferry, Id. 83623

Meeting Time/Day

Date (month, day, year) January 14, 2019  
Day of Week Monday  
Time 6:00 pm

Paula M. Riggs Secretary  
Signature, Water District Representative Title

208-599-0446  
Representative Phone Number

priggs0446@gmail.com  
Representative Email Address

Return this form via mail, fax, or email, attention Rachel Neely- Western Region:

Mail  
2735 Airport Way  
Boise, ID 83705-5082

Fax  
(208)334-2348

Email  
westerninfo@idwr.idaho.gov

Water District Number	Addressee	Organization	InCareOf	Address	City	StateCode	ZipCode	Deliverable
61E	Ark Properties LLC		John Mc Callum	11204 N Bar 21 Dr	Glenns Ferry	ID	83623-5033	Yes
61E	Casa Del Norte			11204 N Bar 21 Dr	Glenns Ferry	ID	83623-5033	Yes
61E	Cold Springs LLC	Cold Springs LLC		4421 N CRESWELL PL	Boise	ID	83713	Yes
61E	Dave Bean			11972 W Peconic Drive	Boise	ID	83709	Yes
61E	Desert View Ranch			8725 Bigfoot Rd	Melba	ID	83641	Yes
61E	Double Anchor Ranches Inc		Harley Riggs	5420 W Double Anchor Dr	Glenns Ferry	ID	83623-5022	Yes
61E	Eduard Neuer			20 S Cold Springs Rd	Hammett	ID	83627	Yes
61E	Frances Ellis Living Trust and Gary Ellis Living Trust	Frances Ellis Living Trust and Gary Ellis Living Trust		733 S Quail Dr	Hammett	ID	83627	Yes
61E	Joann Hunt			201 S Cold Springs Rd	Hammett	ID	83627	Yes
61E	Mule Shoe LLC	Mule Shoe LLC		PO Box 141	Fairfield	ID	83327	Yes
<del>61E</del>	<del>Rich-Neat</del>			<del>PO Box 354</del>	<del>Glenns Ferry</del>	<del>ID</del>	<del>83623</del>	<del>Yes</del>
61E	Samuel D Blackwell			5486 W Winter Camp Ln	Glenns Ferry	ID	83623	Yes
61E	Susan Denny			321 Noriega St	San Francisco	CA	94122	Yes
61E	Wilbur F Wilson Ranch	Wilbur F Wilson Ranch		PO Box 33	Hammett	ID	83627	Yes

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**Miller, Nick**

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**From:** Paula Riggs <priggs0446@gmail.com>  
**Sent:** Tuesday, December 04, 2018 8:58 AM  
**To:** Miller, Nick  
**Subject:** Re: 2019 Annual Water District meeting WD 61E  
**Attachments:** Cold Springs Creek Water Mtg 2019.pdf

Hi Nick,

Attached is our meeting information. The only correction on the list is to remove the old water master Rich Neal.

We have a couple of names for a possible new water master, I am still working on that and will let you know.

Thanks,

Paula

On Mon, Dec 3, 2018 at 5:08 PM Miller, Nick <[Nick.Miller@idwr.idaho.gov](mailto:Nick.Miller@idwr.idaho.gov)> wrote:

Hi Paula,

Rachel Neely has left the department, so I am scrambling to get these things caught up.

I am mailing out the attached letter tomorrow morning, but if you could work with the attached mailing list and get me the info sheet within about a week or so, we can get the meeting notices out in time.

Feel free to give me a call if you have any questions.

Nick.

--  
Paula Riggs  
208-599-0446



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C.L. "BUTCH" OTTER  
Governor

GARY SPACKMAN  
Director

December 3, 2018

PAULA RIGGS  
5420 W DOUBLE ANCHOR DR  
GLENN'S FERRY ID 83623

Dear Water District Secretary or Watermaster,

I have enclosed are several documents related to the annual water district meeting.

- 1) **Information form to provide the Idaho Department of Water Resources (IDWR) the date, time, and location of the next annual water district meeting.** Please complete the meeting information form and return it to IDWR. Upon receipt of the completed form, IDWR will send a meeting notice to each water user and interested party in the district. The Department must mail meeting notices no later than three weeks before to the meeting date. Therefore, to provide IDWR adequate time to create and mail the notices, please **return the completed form to IDWR as soon as possible or at least four weeks before the meeting dates.**
- 2) **List of water right owners within your district.** Look over the list and mark any name or address changes or additions. An accurate review of the list will ensure all users and interested parties are informed of the meeting. Return the corrected list with the completed meeting information form.
- 3) **Annual 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 outlined on the checklist. Fill out this form during the meeting and return with the meeting minutes or ensure your meeting minutes describe each of these actions.

If you are no longer the water district secretary or watermaster, please forward this to the current secretary or watermaster or return this correspondence to IDWR as soon as possible.

If you or water users have any questions or concerns about the annual water district meeting or ownership/address changes, please contact Anna Kaiser at (208)334-2190 or [Anna.Kaiser.@idwr.idaho.gov](mailto:Anna.Kaiser.@idwr.idaho.gov).

Sincerely,

A handwritten signature in black ink that reads "Anna Kaiser". The signature is written in a cursive, flowing style.

Anna Kaiser  
Administrative Assistant

Enclosures



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Meeting Location

Facility Name \_\_\_\_\_

Room Name/Number \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_

Meeting Time/Day

Date (month, day, year) \_\_\_\_\_

Day of Week \_\_\_\_\_

Time \_\_\_\_\_

Signature, Water District Representative \_\_\_\_\_ Title \_\_\_\_\_

Representative Phone Number \_\_\_\_\_

Representative Email Address \_\_\_\_\_

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61E	Wilbur F Wilson Ranch	Wilbur F Wilson Ranch		PO Box 33	Hammett	ID		83627 Yes

# Annual Water District Meeting Checklist

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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) *or* ensure that all of these actions are clearly addressed in the meeting minutes.

Water District Number and Name:

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Meeting Date:

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- 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

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

Completed by:

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Water District Representative

**Miller, Nick**

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**From:** Miller, Nick  
**Sent:** Monday, December 03, 2018 5:09 PM  
**To:** 'Paula Riggs'  
**Subject:** 2019 Annual Water District meeting WD 61E  
**Attachments:** 61E\_MeetingInfo Req 2019.pdf; WD61E MailingList (12-03-18).xls

Hi Paula,

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I am mailing out the attached letter tomorrow morning, but if you could work with the attached mailing list and get me the info sheet within about a week or so, we can get the meeting notices out in time.

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Nick.