

January 3, 1996

Steve Crofoot, Secretary
Rt 1 Box 38
Salmon, ID 83467

WATER DISTRICT # 74-G
STREAM: SANDY CREEK

Dear Mr. Crofoot:

Enclosed herewith is a copy of the Watermaster's Annual Report for the past season and the Proposed Budget.

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.

Also enclosed are the adopted budget forms, Petition for Watermaster Services, Oath of Office and necessary documents for your annual meeting.

Finally, for water districts that collect their own funds, Section 42-619 Idaho Code says in part 9 that "It shall be the duty of the water district treasurer to prepare a statement of the financial affairs of the district at the end of each fiscal year and to file the statement with the director of the department of water resources. An audit of the financial affairs of the district, by an independent public accounting firm, shall be made at district expense at intervals of not more than three (3) years for districts having an annual expense of more than three thousand dollars (\$3,000), and at intervals of not more than five (5) years for districts having an annual expense of three thousand dollars (\$3,000) or less. A certified copy of the audit shall be filed with the director of the department of water resources following an audit".

Sincerely,

Harold W Jones
Water Rights Supervisor

Enclosures

cc: Watermaster

	WATER RIGHT OWNER	IDWR WATER RIGHT IDENT No.	DIVERSION NAME / REMARKS
1	DOUG HONE	74-00200	WEST FORK OF SANDY CREEK
2	STEVE CROFOOT	74-00199	SANDY CREEK
3	LEONARD REAGLE	74-00201	SANDY CREEK
4	STEVE CROFOOT	74-00202	SANDY CREEK
5	DON HATCH, TROY DUBRAY	74-00205 74-02009	SANDY CREEK
6	PAT MCCONNAGHY	74-00482	SANDY CREEK
7	BOYD ANDREWS	74-01797	SANDY CREEK
8	MERLIN FISHER	74-00408A	WEST FORK OF SANDY CREEK
9	CHESTER BOWMAN	74-00725	SANDY CREEK
10	JOHN MCCONNAGHY	74-00480	WEST FORK OF SANDY CREEK
11	BOYD ANDREWS	74-02321	WEST FORK OF SANDY CREEK
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Total Delivery in 24-Hour Sec. Feet	Total Cost		Adopted Budget		Credits		Debits		Cost Per 24-Hr. Sec. Ft. \$ <u>0.0319082</u>
	\$	cts.	\$	cts.	\$	cts.	\$	cts.	
DOUG NORE 1576	169	50	90				79	50	
STEVE CROFT 1440	56	50	30				26	50	Total No. Days of Watermaster
L. REAGLE 1440	56	50	30				26	50	days at \$ per day \$ 565.00
STEVE LUFKIN 1224	37	67	30				17	67	Total No. Days of Asst. Watermaster
DON + TROY 3254	47	08	25				22	08	days at \$ per day \$
PAT MCC. 2245	113	00	60				53	00	Other expenses charged pro rata \$
BOB A. 840	47	08	25				22	08	TOTAL COST \$ 565.00
MERLINDA 888	18	83	10				8	83	Total No. 24-Hour Sec. Feet Delivered 17707
CHESTER B. 3600	18	83	10				8	83	Cost per 24-Hour Sec. Feet Delivered \$.03
JOHN MCC. 1200	0	00	0				0	00	$\frac{565.00}{17707} = 0.0319082$
17707	564	99	300	00			264	99	

SECTION 42-606 IDAHO CODE

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.