



# State of Idaho

## DEPARTMENT OF WATER RESOURCES

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January 2, 1995/6

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Terry Rindlisbaker  
Bancroft, ID 83217

Gordon Yost  
Bancroft, ID 83217

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PO Box 128  
Bancroft, ID 83217

Re: Bancroft-Lund Water District Meeting, Water District No. 13-T

Gentlemen:

At a special water district meeting held on August 7, 1994, the users voted to hold the next annual meeting on January 15, 1996 at 1:00 p.m. The Department normally sends out notices to the water users in the district advising them of the meeting date, time and location. The notices are usually sent out about three weeks in advance.

Due to some mis-communication on my part, I did not realize until today that the meeting for District 13-T had been scheduled for January 15. Although we could provide sufficient notice by the 15th, I do not feel that there is adequate time for the advisory committee to prepare for the meeting. On this date I spoke with committee member Terry Rindlisbaker regarding the meeting date. Terry agreed that the committee should meet prior to the annual meeting and that the meeting date be postponed for at least several weeks. The Department therefore will not send notice for a January 15 meeting.

Attached to this letter is a mailing list which the Department compiled last year. The names and addresses are based on water right records and may not be up to date. We ask therefore that the committee and/or meeting secretary review the list and provide correct names and addresses. The updated list should be returned to the Department about three to four weeks before the new meeting date. The Department will send a letter to each of the users providing notice of the meeting as well as some explanation or description of the meeting.

Prior to the rescheduled meeting, the advisory committee should meet and consider potential candidates for watermaster, water district secretary and treasurer, as well as discuss potential district expenses and budget. The committee may also want to consider methods of voting and adoption of appropriate resolutions.

The committee may want to advertise or solicit applicants for watermaster. It is not uncommon for districts to seek applicants prior to the meeting and then present qualifications at the meeting and open the floor for nominations and elections.

My correspondence to Mr. Rindlisbaker includes a copy of the Department's 1993 Watermaster Handbook. Some of you may have already received a copy of the handbook at prior meeting. This document summarizes information about water district meetings, watermaster duties and district budgets etc.

If necessary, a Department representative could meet with the advisory committee before the annual meeting either in person or by telephone conference. A Department representative will attend the regular district meeting. Because many districts hold meetings in March, we suggest that you hold yours in February so that we can guarantee Department representation to address questions that may arise at the meeting.

Please contact me directly at 327-7864 if you have questions about scheduling the meeting or matters related to water districts. I apologize for corresponding with you at this late date and overlooking the original meeting date.

Respectfully,

Tim Luke

cc: Harold Jones, Eastern Region