

January 3, 1996

Michael Kunz, Secretary
PO BOX 187
Preston, ID 83263

WATER DISTRICT # 13-N
STREAM: MINK CREEK

Dear Mr. Kunz:

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

(This report must be made in Triplicate and forwarded to the Department of Water Resources
Boise, Idaho, for Approval.)

WATERMASTER'S REPORT RECEIVED

From April 15, 1995 To Oct 1st, 1995
Department of Water Resources
Eastern District Office

NOV 13 1995

Water District No. 13N
Name of Watermaster Bob L. Erickson
P. O. Address 5598 E Hwy 36 Preston, Ida 83263

AFFIDAVIT OF WATERMASTER

STATE OF IDAHO,
COUNTY OF Franklin } ss.

Bob L. Erickson, being first duly sworn, deposes and says
that he is (Deputy) Watermaster on Mink Creek in District 13N, having been
lawfully appointed by the Director, Department of Water Resources R. Keith Higginson
and that the volumes of water, as stated in this report, prorated by him to the several users, are correct;
that the sum of \$ 2100 is justly due as stated.

Bob L. Erickson
(Deputy) Watermaster District No. _____

Subscribed and sworn to before me, this 9th day of November, 1995
Shauna T. Geddes, PRESTON
Notary Public.

(SEAL)

My Commission expires 11-3-2000

Boise, Idaho, _____, 19____

I HEREBY CERTIFY, That _____
was lawfully appointed by me (Deputy) Watermaster of District No. _____, and that his bill
for services rendered prorated to the several users, as herein sworn to, is, to the best of my knowledge
and belief, correct.

Director, Department of Water Resources
By Ronald Clark

Watermaster's Report

From _____, 19____

To _____, 19____

- OF -

_____ County, Idaho,

Dated _____, 19____

STATE OF IDAHO,

COUNTY OF _____ } ss.

I hereby certify that this instrument was filed for record at the request of _____

_____ this _____ day of _____,

A.D. 19____.

Ex-Officio Recorder.

By _____
Deputy.

STATE OF IDAHO, }
COUNTY OF _____ } ss.

We, the Board of County Commissioners of _____ County, State of Idaho, have examined and approved the bill of \$ _____, payable to _____, Watermaster for District No. _____, for services rendered during 19____, and have ordered a warrant drawn in favor of said Watermaster, payable out of the funds of said Water District on deposit with the County Treasurer.

ATTEST:

Chairman of Board.

Clerk.

| WATER RIGHT OWNER | IDWR WATER RIGHT IDENT No. | DIVERSION NAME / REMARKS |
|----------------------------|----------------------------------|--------------------------|
| 1 Mink Creek Irr. #1 | 462 | |
| 2 Mink Creek Irr. #2 | 464 | |
| 3 Preston, Riverdale, Mink | 468 | |
| 4 Twin Lakes Canal | 469 | |
| 5 Glencoe Irr. | 470 | |
| 6 | | |
| 7 Fackell Generation | - Non Consumptive - | |
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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.