

RECEIVED

LITTLE CANYON CREEK
61-D
1:00 P.M.

APR 0 1 1994

MARCH 7, 1994

WATER RESOURCES
WESTERN REGION

CITY HALL

1. Meeting called to order by Sam Blackwell 1:00 P.M.
2. Election of Chairman
Ralph Crane made motion to elect Sam Blackwell as Chairman, Bob Hall seconded. Unanimous.
3. Election of Secretary.
Ralph Crane nominated Bob Hall as Secretary, Sam Blackwell seconded. Unanimous.
4. Last years minutes read and passed. Ralph Crane made motion for budget to be \$800.00; \$700 for watermaster and \$100 for miscellaneous. Unanimous.
5. Credentials Committee. All Water Users.
6. Credentials Committee report. None.
7. Watermasters Report and proposed budget to be \$700 in 1994.
8. Watermasters Compensation. \$20.00 Per day plus \$30 expenses.
9. Dan Hall nominated as watermaster by Ralph Crane. Seconded by Bob Hall. Unanimous.
10. Advisory Committee. All Water users.

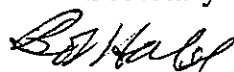
NEW BUSINESS. Motion Bob Hall - Water users delinquent in assessments will be penalized according to Idaho Code. Seconded Ralph Crane. Unanimous.

OLD BUSINESS. None

PEOPLE PRESENT Sam Blackwell, Ralph Crane, Bob Hall

Meeting next year City Hall, date & time to be notified.

Bob Hall
Secretary



ANNUAL WATER DISTRICT MEETING CHECKLIST

- Call Meeting to Order
 - call to order made by meeting chairman or secretary from preceding year's meeting (if preceding year's secretary and chairman are not present, then call to order may be made by the watermaster or an IDWR representative).
- Selection of New Meeting Chairman & Secretary*
- Reading of Last Year's Minutes by Secretary, and Approval
 - recommend reading or review of year's end financial statement
- Determine Method of Voting
 - refer to section 42-605(4) if voting by alternative method
- Fix Compensation to be Paid Watermaster & Assistants
 - also fix compensation of water district treasurer and secretary if necessary
- Discussion & Adoption of Budget for Ensuing Year
- Adoption of Resolutions
 - adopt resolutions pertaining to collection of budget and other matters
- Election of Watermaster
- Election of Water District Treasurer **
 - elect treasurer if required (see explanation below)
- Election of Advisory Committee for Ensuing Year
- Discussion of Other Items of Business
- Set Time & Place for Next Year's Meeting
- Adjournment of Meeting by Chairman

* It is the duty of the meeting secretary to record the minutes of the meeting; to prepare and file certified copies of meeting minutes, adopted budget and resolutions to the Department and appropriate auditor of the county or counties in which the district is located (to be done immediately or within a few days after the meeting); to receive a copy of the proposed budget for the ensuing irrigation season, to be filed by the watermaster at least thirty (30) days prior to the annual meeting, and to see that his proposed budget is properly presented at the annual meeting. The secretary may perform a number of other related duties as requested by the district.

** For districts in which the county treasurer no longer collects

ATTACHMENT TO ANNUAL WATER DISTRICT MEETING CHECKLIST (SL, FEB. 28, 1995)

VOTING

Re Idaho Code 42-605(4) -- Two options

- (1) One vote per water user present; or
- (2) Per "shares" if at least one water user requests on any given vote.

If so, Chair appoints a Credentials Committee to determine "shares" per voter based on average annual dollar amount per assessed water right for last five years (or lesser number of years that right has been assessed).

Option #1 is the default method unless #2 is called for on a vote. Can then return to option #1 after use #2 on a specific vote.

RESOLUTIONS

Re Idaho Code 42-613 -- Annual payments per adopted budget are due by June 1 with 8% interest penalty from June 1 until payment is completed.

Re Idaho Code 42-617 -- District can adopt two (or combine into one) resolutions to do the following:

- (1) Set a different date from June 1 for which annual payments are due (or can omit this and allow June 1 to stand); and/or
- (2) Resolve that no Watermaster deliveries to a user will be made until that user's payment is completed.

In this manner, the district can establish effective control over its finances and ensure that payments are current and that funds are available to pay the Watermaster in a timely way.

ADVISORY COMMITTEE

Re Idaho Code 42-605(6) -- District may (but not required to) elect an Advisory Committee to assist the Watermaster and IDWR in water deliveries within the district. There is no mandatory size for this committee but at least three members are suggested (no tie votes in committee this way).

This is a vehicle for local control and resolution of water district problems and members are strongly urged to take advantage of this provision. Usually, the local water users can work out their problems with the help of the Watermaster and Advisory Committee.

The role of IDWR is to assist the Watermaster if the local abilities to solve problems do not work. IDWR provides the guidelines within which the water district operates.