

We are suggesting that each commissioner's report contain the following items, if applicable.

A. Foreward

1. Letter of transmittal
2. Index or table of contents
3. Minutes of annual meeting
4. Approved budget
5. Names and addresses of Water Users' Committee
6. Water Commissioner and Deputies
7. Assessment
  - a. List of water users
  - b. Method of assessment
  - c. Rate

B. General physical conditions of river system

1. General description
2. Weather data
3. Snow survey
4. Crop report: General
  - a. Area
  - b. Yields
5. Water Supply
  - a. StorageNatural streamflow
6. General condition of distribution facilities
  - a. Headgates
  - b. Measuring devices
7. New Construction
8. Recommendations for improvement of system
9. Floods and flood damage (if any)
  - a. Peak flow
  - b. Extent of damage

C. Water Distribution

1. List measuring stations used
2. Draw hydrograph of flow and show rights
3. Reservoir records (see sheet)
  - a. List rights to reservoir water and deliveries

D. Distribution records

1. General distribution
2. Summary of all deliveries (show all rights and give "none" as the amount if no water was delivered)
3. Daily discharge sheets for each diversion and stream gage
4. Other miscellaneous records.

E. Recommendations

1. For improving system
2. For policy clarification