THE STATE OF UTAH
OFFICE OF STATE ENGINEER
SALT LAKE CITY

HUBERT C. LAMBERT
STATE ENGINEER

October 24, 1966

MEMORANDUM TO:

Mr. Clemont B. Adams, Commissioner
Cedar Valley Distribution System
162 South 4th East Cedar City, Utah

SUBJECT: Advance Assessment Data

FROM: Utah State Engineer, Hubert C. Lambert

1. It seems that each year this office faces a delay in the preparation of the annual water users assessments which are released for mailing on April 1st of each such year.

2. We are also all aware that these assessments are the criteria upon which the Commissioner's salary and expenses are dependent.

3. It is for the above reasons that I am attaching such basic data for you to prepare and submit to this office, ONE WEEK IN ADVANCE of the Annual Water Users Meeting, the individual water users use of water during the past season based on the water you record as having been delivered.

4. It is also respectfully requested that you personally maintain this assessment list of water users on a current basis of ownership and advise this office immediately of any known change and periodically review such data with my accounting office.

5. In view of the importance this assessment data has now assumed it will become a KEY part of the Annual Commissioner's Report.