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State of Utah

DEPARTMENT OF NATURAL RESOURCES

BRIAN C. STEED
Executive Director

Division of Water Rights

BOYD P. CLAYTON
State Engineer Division Director

November 19, 2019

RE: Pot Creek Water Commissioner Position

Dear Pot Creek Water User:

The Pot Creek Water Commissioner position is scheduled to be filled in March, 2020. The Utah State Engineer's Office (USEO), Colorado State Engineer's Office (CSEO), and Pot Creek Water Users Committee (Committee) are tasked with selecting a Water Commissioner. As a water user, we want you to be aware of the process below:

- Advertising. Resumes will be received by the USEO no later than December 11, 2019. Committee and USEO and CSEO will identify qualified applicants.
- Interviews. The Committee will conduct interviews at the Division Office in Vernal on January 6, 2020. USEO and CSEO staff and water users are invited to attend, but the Committee is tasked with selecting the water commissioner. Water user approval/concurrence is on the agenda for the annual meeting in March.
- The Utah State Engineer presents the selected nominee to the Colorado State Engineer for approval, pursuant to 'Revised Pot Creek Memorandum of Understanding and Agreement' between the States of Utah and Colorado dated March 1, 2005, enclosed. The CSEO may concur or counter-nominate another person.
- The new water commissioner will be selected/approved by both states as required. The successful applicant must complete the application process to become an employee of the Utah Division of Water Rights before receiving salary or reimbursements for performing the water commissioner duties.

As a water user, you are invited to participate by (1) encouraging qualified applicants, and (2) notifying your Committee member of any questions or concerns you may have relating to the selection process.

Sincerely,

Ben Anderson, Distribution Engineer
Field Services

Enclosure: Interstate Compact



POT CREEK WATER COMMISSIONER POSITION OPENING

ROLE AND RESPONSIBILITIES

Assist the Utah State Engineer/Division of Water Rights and Colorado State Engineer/Division of Water Resources and water users distribute the water of Pot Creek according to state water laws, rules, and compacts/agreements.

Key responsibilities include:

- Distributing water based on annual supply and priority dates of applicable water rights
- Measuring, regulating, and reporting:
 1. Pot Creek Natural Flow diversions to water users in Utah and Colorado
 2. Storage delivered from Matt Warner, Calder, and Crouse reservoirs
- Compiling an annual report of water deliveries to the State Engineer and water users each year
- Enforcing applicable orders of the State Engineer relating to water right distribution or water measurement and applicable water rights.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- High School Diploma
- Utah Driver License (Mileage is reimbursed at the IRS rate and is budgeted each year)
- Transportation; four wheel driver and/or ATV/UTV for accessing remote locations
- Preference may be given to someone with experience or is familiar with the distribution system and/or water measurements.

PREFERRED SKILLS

- Ability to communicate effectively on phone and in writing
- Ability to perform routine tasks including reporting water deliveries, miles, hours, etc.
- Ability to report water data using electronic worksheets and online resources
- Ability to safely walk across steep and rugged terrain and narrow walkways
- Ability to understand basics of water measurement and ask questions when necessary
- Ability to understand basics of Utah water laws and rules governing water
- Ability to work independently in the field and from home

ADDITIONAL NOTES

Salary is set annually by the water users. Employment is estimated at approximately 4-8 hours/week during May-Sep. Successful applicant must complete the state application process, declare any conflicts of interest, complete online state required training when needed, and be willing to serve a minimum of 4-years. Compensation includes approximately \$1200/year travel expense reimbursement budget at IRS rate and approximately \$1550/year salary for all hours worked. Interested applicants should submit their resume with qualifications to Utah Division of Water Rights, Attn: Andrew Dutson, Regional Engineer, 318 North Vernal Avenue, Vernal, Utah 84078 or Division of Water Rights, Attn: Ben Anderson, Distribution Engineer, 1594 West North Temple, Suite 220, Salt Lake City, Utah 84114-6300.