

FINAL AGENDA  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
NOVEMBER 11, 2021

<i>Brenda Haynes, President</i>	<b>Anderson-Cottonwood Irrigation District</b> 2810 Silver Street, Anderson, CA 96007	<i>Tiger Michiels, Director</i>
<i>Audie Butcher, Vice President</i>	(530) 365-7329 Fax (530) 365-7623	<i>Ray Eliante, Director</i>
<i>John Currey, General Manager</i>	www.andersoncottonwoodirrigationdistrict.org	<i>Rick Williams, Director</i>

**AGENDA**

**BOARD OF DIRECTORS  
REGULAR MONTHLY MEETING  
NOVEMBER 11, 2021**

**REGULAR SESSION – 2:00 P.M.  
CLOSED SESSION FOLLOWING**

**Meeting will take place in the  
Council Chambers located at  
1887 Howard Street, Anderson, CA**

**Masks Required**

**PARTICIPATION BY PUBLIC IN MEETING**

This time is set-aside for members of the public that wish to address the Board regarding operations of the District within the jurisdiction of the Board. Any member of the public on the telephone may speak during the Public Participation period. Individuals are requested to limit their comments to a maximum of three minutes.

The Brown Act prohibits the Board from taking action on any item not placed on the printed Agenda in most cases.

**1. CALL TO ORDER**

**2. PRESENTATIONS**

**3. DISCUSSION ITEMS**

**3.1** Review 2021 Dichtender Car Allowance versus Mileage Reimbursement

**3.2** Review 2022 Working Budget Proposal

**4. PUBLIC PARTICIPATION**

**5. CONSENT AGENDA**

Consent Agenda items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any member of the public, staff or Board may request that an item be removed from the Consent Agenda for separate discussion. Are there any requests to remove any items from the Consent Agenda?

FINAL AGENDA  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
NOVEMBER 11, 2021

- 5.1 Minutes – Approve the Minutes of the regular meeting October 14, 2021 and of the special meeting October 25, 2021
- 5.2 Financial Status Report for Year-to-Date Through October 2021
- 5.3 Payroll: Approve Payroll Check Register for the Month of October 2021
- 5.4 EFTPS & ACH Transactions – Approve EFTPS & ACH transactions for the Payroll Periods Ending September 30, 2021 and October 15, 2021
- 5.5 Voided and/or missing checks for October 2021

**END OF CONSENT AGENDA**

- 5.6 Items (IF ANY) Removed from the Consent Agenda

**6. ACTION ITEMS**

- 6.1 Consider approval of the Cash Disbursements Journal for October 1, 2021 to October 31, 2021
- 6.2 Receive Staff Report and Consider Approval of 2022 Application and Agreement for Water Service
- 6.3 Discuss and Consider Adopting Resolution 2021-04 to Establish a New Meeting Time for the Regular Board Meeting
- 6.4 Discussion and Approval of Assistant General Manager of Operations Contract
- 6.5 Discussion and Approval of Amendment to General Manager’s Contract

**7. GENERAL MANAGER’S REPORT**

*Administrative – Construction – Maintenance – Operations*

**8. DIRECTOR’S REPORTS**

- Comments on District Activities
- Questions to Staff on District Issues

**CLOSED SESSION**

**C.S.1. CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.** Significant Exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code section 54956.9. One Case.

**C.S.2 CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS** (Government Code section §54956.8)  
Confer with District negotiators (John Currey and Counsel Dustin Cooper) regarding Terms and Condition of a potential 2022 Water Transfer with buyer located south of the Delta.

FINAL AGENDA  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
NOVEMBER 11, 2021

**C.S.3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Government Code Section §54957)

Title: General Manager Evaluation

At the conclusion of the Closed Session, reportable action, if any, will be reported in Open Session.

**RECESS**

**REPORT OF CLOSED SESSION ACTIONS**

**ADJOURN**

# Anderson-Cottonwood Irrigation District

**TO:** ACID Directors

**FROM:** John S. Currey

**Agenda Item No.** 3.1

**Meeting Date:** 11/11/2021

**DATE:** November 3, 2021

       Action Item

  X   No Action Requested

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**SUBJECT:** Review 2021 Ditchtender Car Allowance versus Mileage Reimbursement

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**Background:**

The attached worksheet provides a breakdown of projected and actual transportation costs for the Ditchtenders in 2021.

Please review this information as a basis for the 2022 Budget discussion.

**Recommendation:**

Provide input to staff.

**Enclosures:**

Ditchtender Budget vs. Actual

Mileage Comparison Area 3

Fuel Management Report (Maintenance Supervisor)

Ditchtender Budget vs. Actual

Projected 2021 Expenses 4 DTs

For Pay Period Starting	PPG	This Pay Period	Total	DT Days
16-Apr	\$3.509	\$ 520	\$ 2,080	15
1-May	\$3.590	\$ 525	\$ 2,100	15
16-May	\$3.750	\$532.5	\$ 2,130	16
1-Jun	\$3.750	\$532.5	\$ 2,130	15
16-Jun	\$3.790	\$ 535	\$ 2,140	15
1-Jul	\$3.850	\$537.5	\$ 2,150	15
16-Jul	\$3.850	\$537.5	\$ 2,150	16
1-Aug	\$3.980	\$ 545	\$ 2,180	15
16-Aug	\$3.980	\$ 545	\$ 2,180	16
1-Sep	\$3.980	\$ 545	\$ 2,180	15
16-Sep	\$3.980	\$ 545	\$ 2,180	15
<b>Totals</b>			<b>\$ 23,600</b>	<b>168</b>
+ SS / MC pd by ACID			\$ 1,805	
+ Workers' Comp Ins			\$ 1,699	
<b>Grand Total</b>			<b>\$ 27,104</b>	

IRS Estimate \* \$0.560 \$ 18,816

All Actual Expense 2021

For Pay Period Starting	PPG	This Pay Period	Total	DT Days
16-Apr	\$3.509	\$ 520	\$2,080.00	15
1-May	\$3.590	\$ 525	\$1,732.50	15
16-May	\$3.750	\$532.5	\$813.12	16
1-Jun	\$3.750	\$532.5	\$1,065.00	15
16-Jun	\$3.790	\$ 535	\$286.50	15
1-Jul	\$3.850	\$537.5	\$1,612.50	15
16-Jul	\$3.850	\$537.5	\$2,150.00	16
1-Aug	\$3.980	\$ 545	\$2,180.00	15
16-Aug	\$3.980	\$ 545	\$799.35	16
1-Sep	\$3.980	\$ 545	\$1,090.00	15
16-Sep	\$3.980	\$ 545	\$545.00	15
<b>Totals</b>			<b>\$14,353.97</b>	<b>168</b>

+ SS / MC pd by ACID \$1,098.08  
 + Workers' Comp Ins \$1,033.49

**Actual Allowance Total**

**Direct Mileage Total**

**ACID Fuel MS Total**

**Grand Total**

**\$16,485.54**  
**\$5,549.60**  
**\$5,370.80**  
**\$27,405.94**

Mileage Comparison Area 3

Individual DT 2021

For Pay Period Starting	PPG	This Pay Period	Total	DT Mileage
16-May	\$3.750	\$532.5	\$532.50	800
1-Jun	\$3.750	\$532.5	\$532.50	750
16-Jun	\$3.790	\$ 535	\$535.00	750
1-Jul	\$3.850	\$537.5	\$537.50	750
16-Jul	\$3.850	\$537.5	\$537.50	800
1-Aug	\$3.980	\$ 545	\$545.00	750
16-Aug	\$3.980	\$ 545	\$545.00	800
1-Sep	\$3.980	\$ 545	\$545.00	750
16-Sep	\$3.980	\$ 545	\$545.00	750
Totals			<u>\$4,855.00</u>	<u>6900</u>
+ SS / MC pd by ACID			\$451.35	
+ Workers' Comp Ins			\$424.80	
<b>Grand Total</b>			<u><b>\$5,731.15</b></u>	

Historic Mileage Assumption is 50 miles a day

Actual Mileage 2021

For Pay Period Starting	Miles Driven	Total This Pay Period	DT Days
16-May		\$532.50	16
1-Jun	1195	\$669.20	15
16-Jun	1155	\$646.80	15
1-Jul	958	\$536.48	15
16-Jul	987	\$552.72	16
1-Aug	1147	\$642.32	15
16-Aug	993	\$556.08	16
1-Sep	1006	\$563.36	15
16-Sep	1004	\$562.24	15
1-Oct	1465	\$287.90	16
Totals	9910	<u>\$5,549.60</u>	<u>138</u>
<b>IRS Actual</b>		<b>\$0.560</b>	
<b>Grand Total</b>		<u><b>\$5,549.60</b></u>	

Mileage Average 72 miles a day

Flyers Energy Transportation FUEL MANAGEMENT REPORT - 2021-04-16 TO 2021-09-30 Generated on 11/2/2021 11:33:34 AM

Card	Description	Site	Date	Product	Odometer	Distance	Qty	MPG	CPM	Price	Total
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/2/2021 3:17:00 PM	Regular	71729		18.25			3.731 \$	68.11
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/5/2021 10:09:00 AM	Regular	72038	309	20.07	15.399183		3.716 \$	74.57
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/7/2021 7:29:00 PM	Regular	72365	327	19.69	16.604042		3.740 \$	73.66
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/10/2021 10:24:00 AM	Regular	72698	333	19.17	17.373611		3.773 \$	72.32
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/12/2021 12:55:00 PM	Regular	73035	337	20.21	16.677389		3.778 \$	76.34
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/14/2021 11:47:00 AM	Regular	73340	305	19.06	16.002938		3.766 \$	71.77
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/16/2021 6:48:00 PM	Regular	73661	321	19.28	16.652833		3.766 \$	72.59
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/18/2021 1:10:00 PM	Regular	73936	275	16.66	16.508584		3.799 \$	63.28
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/20/2021 2:45:00 PM	Regular			16.99			3.809 \$	64.71
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/22/2021 6:15:00 PM	Regular	74533	597	18.76	16.703038		3.809 \$	71.44
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/24/2021 7:59:00 PM	Regular	74870	337	19.51	17.274079		3.809 \$	74.31
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/26/2021 4:27:00 PM	Regular	75197	327	20.43	16.005874		3.809 \$	77.81
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/28/2021 8:28:00 AM	Regular	75473	276	17.45	15.821152		3.865 \$	67.43
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	5/30/2021 6:57:00 PM	Regular	75762	289	17.16	16.8464		3.865 \$	66.31
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/1/2021 11:26:00 AM	Regular	76070	308	18.64	16.52006		3.866 \$	72.08
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/2/2021 5:17:00 PM	Regular	76304	234	16.95	13.809383		3.878 \$	65.72
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/4/2021 9:17:00 AM	Regular	76512	208	14.29	14.553596		3.950 \$	56.45
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/6/2021 6:57:00 AM	Regular	76772	260	18.40	14.131203		3.950 \$	72.68
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/8/2021 7:07:00 PM	Regular	77066	294	17.75	16.56338		3.945 \$	70.02
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/11/2021 3:11:00 PM	Regular	77417	351	19.51	17.988008		3.932 \$	76.73
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/13/2021 7:27:00 PM	Regular	77693	276	17.03	16.210502		3.932 \$	66.95
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/15/2021 5:10:00 PM	Regular	78014	321	16.22	19.789162		3.992 \$	64.76
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/17/2021 9:41:00 AM	Regular	78303	289	19.78	14.610718		3.992 \$	78.96
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/18/2021 2:14:00 PM	Regular	78574	271	16.62	16.302713		3.922 \$	65.19
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/21/2021 9:40:00 AM	Regular	78832	258	17.61	14.651599		3.922 \$	69.07
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/22/2021 6:06:00 PM	Regular			19.62			3.933 \$	77.16
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/24/2021 1:05:00 PM	Regular	79481	649	19.02	16.79824		3.963 \$	75.37
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/26/2021 6:52:00 AM	Regular	79775	294	20.20	14.557338		3.963 \$	80.04
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/28/2021 8:41:00 PM	Regular	80075	300	19.56	15.335071		4.002 \$	78.29
8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	6/30/2021 8:17:00 PM	Regular	80348	273	19.38	14.08378		4.002 \$	77.57

Purchase Data Hidden for Printing

8298321	ACID MAINT SUP 29693)	Cottonwood, CA - 6527	9/30/2021 9:21:00 AM	Regular	92252	585	19.71	15.821501		4.102 \$	80.85
<b>Card Total</b>			<b>150.75 Days</b>			<b>20523</b>	<b>1340.90</b>	<b>15.31 MPG</b>		<b>4.005 \$</b>	<b>5,370.80</b>
											<b>136.1 Miles/Day for 2 DT area &amp; MS Duties</b>
											<b>68.1 Miles/Day per DT area</b>

# Anderson-Cottonwood Irrigation District

TO: ACID Directors  
FROM: John S. Currey

Agenda Item No. 3.2  
Meeting Date: 11/11/2021

DATE: November 3, 2021

Action Item  
 No Action Requested

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SUBJECT: Review 2022 Working Budget Proposal

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## Background:

The attached 2022 Budget Proposal has the following changes (orange highlights) from the October 14, 2021, versions.

- 1) Net position is now \$25,859.
- 2) Total Revenues are unchanged at \$1,894,346
- 3) Total Expenses are now \$1,868,487 an overall decrease of \$38,881 from the October 14, 2021, proposal.
  - a. Salaries and Benefits are now \$988,278. This has been updated for the revised AGM costs.
    - i. Overall payroll expenses have not been adjusted for possible changes with a new Collective Bargaining Agreement that would be effective on July 1, 2022, or GM annual performance evaluation March 16, 2022.
    - ii. Auto Allowance (payroll expense) vs. Mileage Reimbursement (administrative expense). The attached worksheet provides some options and Board guidance is needed for this expense.
  - b. Administration is now \$165,725. I will discuss the proposed expenses and changes since October 14, 2021.
    - i. SRSC Corporation (SRSCC) is the same as last year budget based on SRSCC draft budget.
    - ii. Insurance rates for auto and liability will be available in January.
    - iii. Audits increase (see note).
    - iv. Utilities have been adjusted to reflect anticipated expenses for 2022.
    - v. SGMA is now set at \$0.00. The Enterprise Anderson Groundwater Sustainability Agencies will have to consider the budget sometime after their approval of the Groundwater Sustainability Plan in January 2022.
  - c. General Maintenance and Canal Maintenance & Operation Budget is unchanged from the October 14, 2021, version. This budget reflects my expectation that most maintenance work in 2022 will be completed in-house by ACID personnel and the expenses are for materials.
  - d. Capital Improvements budget is \$215,000, which is funded from reserves. The notes reflect my initial thoughts for projects in 2022. We will be preparing a Capital Improvement Plan for the Boards consideration in 2022.



# Anderson-Cottonwood Irrigation District

**Recommendation:**

Provide input to staff. Based on the Board input a final 2022 budget will be presented for the Board approval on December 9, 2021.

**Enclosures:**

2022 Working Budget Proposal – 11/11/2021

**Anderson Cottonwood Irrigation District**

2022 Working Budget Proposal - 1/11/2021

*Balance Summary*

Account Number	Budget Item	2021 Year To Date	2021 Projected Year End	2021 Approved Budget	2022 Proposed Budget	Difference 2021 Budget & 2022 Budget
	<b>Total Revenue</b>	\$3,231,653	\$3,747,712	\$1,799,298	\$1,894,346	\$95,048
	<b>Total Expenditures</b>	\$1,690,018	\$1,940,290	\$1,632,133	\$1,868,487	\$236,354
	<b>Net Position</b>	\$1,541,635	\$1,807,422	\$167,165	\$25,859	(\$141,306)



**Anderson Cottonwood Irrigation District**

2022 Working Budget Proposal - 11/11/2021

**Expenditures**

Account Number	Budget Item	2021 Year To Date	2021 Projected Year End	2021 Approved Budget	2022 Proposed Budget	Difference 2021 Budget & 2022 Budget	Notes
<b>Salaries &amp; Benefits</b>							
5010	Reg. Salaries (Admin)	\$167,721	\$201,284	\$198,350	\$195,311	(\$3,039)	GM, AGM & OM
5012	Overtime (Admin)	\$50	\$50	\$0	\$0	\$0	
5014	Retirement (Admin)	\$5,887	\$7,425	\$6,906	\$14,103	\$7,197	
5015	Social Security (Admin)	\$9,773	\$11,424	\$12,120	\$12,109	(\$11)	
5016	Workers Comp. (Admin)	\$1,163	\$1,445	\$760	\$674	(\$86)	Why has the GM WC been reported in T&D?
5017	Unemployment Ins. (Admin)	\$1,736	\$1,736	\$1,302	\$1,302	\$0	
5018	Medicare (Admin)	\$2,227	\$2,683	\$2,836	\$2,833	(\$3)	
5019	Health Insurance (Admin)	\$35,461	\$44,950	\$47,076	\$37,476	(\$9,600)	
5110	Reg. Salaries (T&D)	\$211,690	\$260,445	\$307,800	\$397,030	\$89,230	10 employees vs 8 employees in 2021
	Dam Time				\$6,060	\$0	Dam Time = 140 hours at 18.75% above base wages
5111	Vehicle Allowance as Wages	\$14,449	\$14,449	\$28,580	\$28,580	\$0	TBD Could be paid as mileage (See Worksheet)
5112	Overtime (T&D)	\$41,312	\$39,018	\$6,000	\$6,000	\$0	Emergency Call Outs Only
5114	Retirement (T&D)	\$24,871	\$27,697	\$27,623	\$34,528	\$6,905	
5115	Social Security (T&D)	\$17,348	\$21,189	\$20,857	\$24,616	\$3,759	
5116	Workers Comp. (T&D)	\$38,557	\$51,545	\$52,181	\$59,519	\$7,338	Additional Maintenance Workers
5117	Unemployment Ins. (T&D)	\$5,312	\$5,907	\$3,472	\$4,340	\$868	
5118	Medicare (T&D)	\$3,432	\$4,112	\$4,877	\$5,757	\$880	
5119	Health Ins. (T&D)	\$62,009	\$71,117	\$130,668	\$158,040	\$27,372	
	<b>Total Salaries &amp; Benefits</b>	<b>\$642,998</b>	<b>\$766,476</b>	<b>\$851,408</b>	<b>\$988,278</b>	<b>\$136,870</b>	

Total Base Wage Expenses \$947,637.79

**Difference \$40,640.00**  
 Dam Time \$6,060.00  
 Overtime \$6,000.00  
 Auto Allowance \$28,580.00  
**Total Add Exp \$40,640.00**

**2022 Budget  
Auto Allowance vs. Mileage Worksheet**

Allowance	Rate	Per Pay Period
Union Contract Rate (see attached)	\$4.259 Est: 2022	\$545.00
Price per Gallon of Reg. Gas at Alliance Food & Gas, Anderson		
FICA: Soc. Sec.	0.062	\$34.00
FICA: Medicare	0.0145	\$8.00
Workers Comp	7.2	\$64.35
Total Taxes & Insurance		\$106.35
<b>Total Allowance Cost Per Pay Period</b>		<b>\$651.35</b>
Irrigation Season 4/16 - 10/15	12	\$7,816.20
<b>Total Annual Cost</b>	<b>4</b>	<b>\$31,264.80</b>

Mileage	Per Pay Period
2022 Irrigation 4/16 - 10/15/2022	182
50 miles per day	50
<b>Total Miles</b>	<b>9100</b>
IRS Rate (Early 2022 Estimate)	\$0.575
Total Mileage Expense	\$5,232.50
<b>Total Mileage Cost Per Pay Period</b>	<b>12</b>
<b>Total Annual Cost</b>	<b>4</b>
	<b>\$20,930.00</b>

Operation Supervisor / Relief Ditchtender	Per Pay Period
Miles per day	50
Days / Pay period	8
<b>Miles per Pay Period</b>	<b>400</b>
GPM	15
Gallons Per Pay Period	26.67
Cost Per Gallon	\$4.26
Cost Per Pay Period	\$113.57
Irrigation Season 4/16 - 10/15	12
<b>Annual Cost</b>	<b>\$1,362.88</b>

Time Period	IRS Mileage Rate
2021	Business 56
2020	Business 57.5
2019	Business 58
2018	Business 54.5
2017	Business 53.5
2016	Business 54
2015	Business 57.5
2014	Business 56
2013	Business 56.5
2012	Business 55.5

**Anderson Cottonwood Irrigation District**  
**2022 Working Budget Proposal - 11/11/2021**

Account Number	Budget Item	2021 Year To Date	2021 Projected Year End	2021 Approved Budget	2022 Proposed Budget	Difference		Notes
						2021 Budget	2022 Budget	
<b>Expenditures</b>								
<b>Administration</b>								
6000	Vehicle Mileage	\$5,550	\$5,550	\$0	\$0	\$0	\$0	2021 Pilot Mileage vs. Allowance (see worksheet in prior budget sec.)
6001	Medical Exp. / Supplies	\$3,134	\$3,000	\$1,200	\$1,200	\$0	\$0	2021 Drug Test and Background for 14 person in 2021
6002	Travel / Training Expense	\$780	\$780	\$5,000	\$5,000	\$0	\$0	
6003	Office Supplies / Expense	\$7,691	\$7,500	\$8,200	\$8,200	\$0	\$0	
6004	Office Equip & Maintenance	\$408	\$408	\$2,600	\$2,600	\$0	\$0	
6005	Association Dues	\$20,853	\$20,853	\$14,200	\$14,200	\$0	\$0	NCWA and Shasta Farm Bureau 2021 (RMP Fees in 2021)
6006	Public Notices	\$397	\$397	\$500	\$500	\$0	\$0	
6007	Election Expense	\$47	\$47	\$0	\$0	\$0	\$0	
6008	Legal Fees / Expense	\$19,267	\$22,000	\$14,000	\$14,000	\$0	\$0	2021 Evergreen Project \$8K
6009	SRSC Corporation	\$35,949	\$35,949	\$21,275	\$21,275	\$0	\$0	SRSC Membership Dues Unchanged from prior budget.
6010	Maintenance Agreements	\$17,206	\$14,222	\$12,000	\$12,000	\$0	\$0	
6012	Vehicle Insurance	\$3,647	\$3,647	\$3,500	\$3,650	\$150	\$150	2021 Actual Expenses \$3,647 (new rates available in Jan)
6013	Management Expense Acct.	\$75	\$100	\$1,000	\$1,000	\$0	\$0	
6014	Liability Claims	\$770	\$0	\$1,000	\$1,000	\$0	\$0	
6015	Property / Liability Insurance	\$24,535	\$24,535	\$22,000	\$24,600	\$2,600	\$2,600	2021 Actual Expenses \$24,535 (new rates available in Jan)
6016	Permit Fees	\$3,873	\$3,873	\$12,000	\$12,000	\$0	\$0	NPDES, Water Rights and Dam
6017	County Taxes / Assessments	\$4,571	\$5,000	\$5,000	\$5,000	\$0	\$0	LAFCO and Property Tax
6018	Consultant Services	\$8,049	\$8,049	\$10,000	\$10,000	\$0	\$0	
6019	Audit / Accounting Services	\$8,250	\$8,250	\$8,250	\$9,000	\$750	\$750	Agreement increase \$250 + \$500 to file State Audit Report
6023	Utilities	\$13,432	\$19,675	\$15,000	\$17,000	\$2,000	\$2,000	T-Mobile, Trash, PG&E, Spectrum, Yard Water
6024	Misc. Expense	\$0	\$0	\$1,000	\$1,000	\$0	\$0	
6026	District GIS	\$455	\$455	\$2,500	\$2,500	\$0	\$0	
6027	SGMA	\$0	\$0	\$0	\$0	\$0	\$0	1/6 of GSA budget TBD. Annualized estimate is \$121,000 or \$20,166.67
	Sub-Total	\$178,939	\$184,290	\$160,225	\$165,725	\$5,500	\$5,500	

**Anderson Cottonwood Irrigation District**  
**2022 Working Budget Proposal - 11/11/2021**

Account Number	Budget Item	2021 Year To Date	2021 Projected Year End	2021 Approved Budget	2022 Proposed Budget	Difference 2021 Budget & 2022 Budget	Notes
<b>General Maintenance</b>							
7000	Fuels	\$17,852	\$23,000	\$23,000	\$23,000	\$0	
7002	Light Vehicles	\$1,689	\$2,000	\$4,000	\$4,000	\$0	
7003	Heavy Vehicles	\$873	\$900	\$3,000	\$3,000	\$0	
7004	Light Equipment	\$458	\$500	\$3,000	\$3,000	\$0	
7005	Heavy Equipment	\$3,850	\$4,000	\$7,000	\$7,000	\$0	
7008	Maintenance Supplies	\$7,541	\$10,200	\$10,000	\$10,000	\$0	
7009	Buildings / Yard Maintenance	\$0	\$0	\$2,500	\$2,500	\$0	
7010	Small Tools & Equipment	\$1,036	\$1,036	\$2,000	\$2,000	\$0	
	Sub-Total	\$33,299	\$41,636	\$54,500	\$54,500	\$0	No Changes Anticipated
<b>Canal Maintenance &amp; Operations</b>							
8000	SCADA Maintenance	\$3,243	\$3,300	\$3,000	\$3,000	\$0	
8001	Dam Maintenance	\$38,917	\$40,000	\$14,000	\$14,000	\$0	
8002	Contracted Services	\$23,416	\$23,415	\$19,000	\$22,000	\$3,000	Spray Contractor - 2021 includes prior 2019 Dept of Forestry Exp.
8003	Chemicals	\$23,651	\$23,675	\$13,000	\$2,000	(\$11,000)	Magnacide pre-purchased in 2021
8004	Canal Maintenance & Exp.	\$224,435	\$250,000	\$50,000	\$50,000	\$0	2021 = 170K Pipe (SAK) , Wyndham, Spring Gulch, CC trees, Excavation Lat 29
8005	Pump Maintenance	\$13,859	\$15,500	\$30,000	\$30,000	\$0	
8006	Utilities / Pumping	\$138,169	\$138,000	\$134,000	\$134,000	\$0	
8007	Water Purchases / CVP	\$208,674	\$288,998	\$223,000	\$324,984	\$101,984	75% Sold at 2022 BOR Rates (as available - see project water worksheet)
8008	Water Rights Protection	\$15,483	\$15,000	\$80,000	\$80,000	\$0	
8010	Water Transfer / Base Supply	\$144,935	\$150,000	\$0	\$0	\$0	No Exp planned unless water sales occur
	Sub-Total	\$834,782	\$947,888	\$566,000	\$659,984	\$93,984	

**Anderson Cottonwood Irrigation District**  
**2022 Working Budget Proposal - 11/11/2021**

**Capital Improvements**

Account Number	Budget Item	2021		2021		2021		2022		Difference 2021 Budget & 2022 Budget	Notes
		Year To Date	Projected Year End	Approved Budget	Proposed Budget	2021 Budget	2022 Budget	2021 Budget	2022 Budget		
1112	Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
1114	Pumps	\$69,620	\$100,000	\$100,000	\$85,000				(\$15,000)		
1116	Trans & Distribution Plant	\$0	\$0	\$0	\$15,000				\$15,000		Perry's Pond and Dymesich Pond Pumps are in the shop 2022. Churn Creek pump building and retaining wall.
1117	Equipment (Machinery)	\$0	\$0	\$0	\$0				\$0		
1118	Auto & Trucks	\$0	\$0	\$0	\$0				\$0		
1119	Buildings	\$0	\$0	\$0	\$0				\$0		
1120	Office Furniture & Equipment	\$0	\$0	\$0	\$0				\$0		
1123	Yard Improvement	\$0	\$0	\$0	\$0				\$0		
1124	Canal Lining & Pipe	\$151,057	\$200,000	\$100,000	\$100,000				\$0		Materials for in house pipe project and improvements
1125	Canal Safety Project	\$0	\$0	\$0	\$0				\$0		
1126	Main Canal Metering	\$0	\$0	\$0	\$0				\$0		
1127	Main Dam Improvement	\$0	\$0	\$0	\$0				\$0		
1132	Fish Screens	\$0	\$0	\$15,000	\$0				\$15,000		Trash Rack Repairs / Improvements
1133	Fish Ladders	\$0	\$0	\$0	\$0				(\$15,000)		
1134	SCADA Equipment	\$0	\$0	\$0	\$0				\$0		
1135	Groundwater Program	\$0	\$0	\$0	\$0				\$0		
	<b>Total</b>	<b>\$220,677</b>	<b>\$300,000</b>	<b>\$215,000</b>	<b>\$215,000</b>				<b>\$0</b>		



DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
OCTOBER 14, 2021

<i>Brenda Haynes, President</i>	<b>Anderson-Cottonwood Irrigation District</b> 2810 Silver Street, Anderson, CA 96007	<i>Tiger Michiels, Director</i>
<i>Audie Butcher, Vice President</i>	(530) 365-7329 Fax (530) 365-7623	<i>Ray Eliante, Director</i>
<i>John Currey, General Manager</i>	www.andersoncottonwoodirrigationdistrict.org	<i>Rick Williams, Director</i>

**MINUTES  
REGULAR MONTHLY MEETING  
OCTOBER 14, 2021**

President Haynes called the meeting to order at 2:00 p.m.

**1. CALL TO ORDER**

Directors present: Michiels, Haynes, Eliante, Butcher  
Directors absent: Williams  
Staff present: Currey, White, Loffmark  
Staff present via phone: None

**2. PRESENTATIONS - NONE**

**3. DISCUSSION ITEMS**

**3.1 Review 2022 Working Budget Proposal**

GM Currey gave an overview of the 2022 working budget proposal and asked the Board to review it and bring back any questions or concerns for a more detailed discussion in November.

**4. PUBLIC PARTICIPATION – NONE**

**5. CONSENT AGENDA**

**5.1 Minutes –** Approved the Minutes of the regular meeting September 9, 2021 and the minutes of the special meeting September 29, 2021

**5.2 Financial Status report for Year-to-Date Through September 2021**

**5.3 Payroll: Approved Payroll Check Register for the Month of September 2021**

**5.4 EFTPS & ACH Transactions –** Approved EFTPS & ACH transactions for the Payroll Periods Ending August 31, 2021 and September 15, 2021

**5.5 Voided and/or missing checks for September 2021**

Director Eliante moved to approve the Consent Agenda with corrections to the special minutes, Vice President Butcher made the second with a 4-0 vote.

**END OF CONSENT AGENDA**

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
OCTOBER 14, 2021

**6. ACTION ITEMS**

- 6.1** Consider approval of the Final Cash Disbursements Journal for September 1, 2021 to September 30, 2021

Director Michiels moved to approve the Cash Disbursements Journal, Director Eliante made the second with a 4-0 vote.

- 6.2** Receive staff report and provide direction to staff regarding water rates for 2022.

GM Currey gave a staff report and answered questions from the Board.

Vice President Butcher moved to forgo the rate increase for 2022, Director Michiels made the second with a 4-0 vote.

- 6.3** Review and Consider Accepting or Rejecting the Possible Claims related to April 23, 2021 Flooding at 19369 Lucille Street Anderson

GM Currey gave a staff report and answered questions from the Board.

Director Eliante moved to approve the claim, Vice President Butcher made the second with a 4-0 vote.

- 6.4** Consider approval of Resolution 2021-04 Adopting the New Brown Act/COVID-19 Teleconference/Remote Meeting Rules (AB 361)

GM Currey gave a staff report and answered questions from the Board.

Director Eliante moved to reject the resolution, Director Michiels made the second with a 4-0 vote.

**7. GENERAL MANAGER'S REPORT – SEE ATTACHED**

**8. DIRECTORS REPORTS**

- President Haynes would like GM Currey to follow the Maverick Project on Churn Creek Road closely and follow-up regarding the drainage policy.
- Vice President Butcher relayed he was impressed with the amount of ongoing work being done in his area.
- Director Eliante confirmed that the siphon off of Cottonwood Creek was on the maintenance list to fix.
- Director Michiels stated he tested Ditch 1 on his property and got good flow. He also gave GM Currey a reminder about the manhole cover needing sealed as well as fixing the stand pipe.

President Haynes announced the closed session. The meeting was adjourned to a short recess at 3:46 p.m.

**CLOSED SESSION ANNOUNCEMENT**

President Haynes announced that the Board of Directors would recess to a Closed Session to take the following actions:

- C.S.1. PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957 PUBLIC EMPLOYMENT:** Discussion and selection of Assistant General Manager of Operations application for interview process.
- C.S.2 CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.** Significant Exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government code section 54956.9. One Case.
- C.S.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
(Government Code Section §54957) Title: General Manager Evaluation

The Board of Directors recessed to Closed Session at 3:50 p.m.

The Board of Directors returned from Closed Session and reconvened in Open Session with Directors Haynes, Butcher, Michiels, and Eliante and General Manager John Currey present at 5:35 p.m.

**REPORT OF CLOSED SESSION ACTIONS**

General Manager John Currey reported that the Board of Directors met in Closed Session to conduct interviews and discuss anticipated litigation. There was no other reportable action.

The Board of Directors adjourned at 5:36 p.m.

Respectfully Submitted.

John S. Currey, General Manager

DRAFT MINUTES  
BOARD OF DIRECTORS SPECIAL MEETING  
OCTOBER 25, 2021

**Anderson-Cottonwood Irrigation District**

*Brenda Haynes, President* 2810 Silver Street, Anderson, CA 96007  
*Audie Butcher, Vice President* (530) 365-7329 Fax (530) 365-7623  
*John Currey, General Manager* www.andersoncottonwoodirrigationdistrict.org

*Tiger Michiels, Director*  
*Ray Eliante, Director*  
*Rick Williams, Director*

**MINUTES  
SPECIAL MEETING  
OCTOBER 25, 2021**

President Haynes called the meeting to order at 6:00 p.m.

**1. CALL TO ORDER**

Directors present: Michiels, Haynes, Eliante, Butcher, Williams  
Directors absent: None  
Staff present: Currey  
Staff present via phone: None

**2. PUBLIC PARTICIPATION**

**CLOSED SESSION**

President Haynes announced that the Board of Directors would recess to a Closed Session to take the following actions:

**C.S.1 PUBLIC EMPLOYEE PUBLIC EMPLOYMENT (Government Code Section §54957)**  
Title: Hiring Specifications for Assistant General Manager of Operations Position

The Board of Directors recessed to Closed Session at 6:01 p.m.

The Board of Directors returned from Closed Session and reconvened in Open Session with Directors Haynes, Butcher, Michiels, Eliante and Williams and General Manager John Currey present at 7:04 p.m.

**REPORT OF CLOSED SESSION ACTIONS**

General Manager John Currey reported that the Board of Directors met in Closed Session. There was no reportable action.

The Board of Directors adjourned at 7:05 p.m.

Respectfully Submitted.

John S. Currey, General Manager



BOARD OF DIRECTORS  
BRENDA HAYNES      TIGER MICHIELS  
AUDIE BUTCHER      RAY ELIANTE  
RICK WILLIAMS

GENERAL MANAGER  
JOHN S. CURREY

**DATE:** November 1, 2021  
**TO:** Board of Directors  
**FROM:** Terri White, Chief Financial Officer / Assistant GM  
November 11, 2021 Board Meeting:  
Financial Status Report for October 2021

The year-to-date financial status report as of October 31 2021 is submitted herewith for Board review.

#### **SUMMARY**

Total revenues: \$2,231,653 (irrigation sales, property tax, interest revenue, water transfer)

Total expenditures: \$1,690,017 (routine monthly expenses).

The Districts total funds on deposit on October 31, 2021 were \$5,151,849

**Anderson Cottonwood Irrigation District**  
**2021 Financial Status Report**  
*Month Ending October 2021*

**Revenues**

Account Number	Budget Item	Year To Date	2021 Approved Budget	Percent Used	Balance Available
<b>General</b>					
4111	Water Sales / Prior Year	\$700	\$0	0%	(\$700)
4112	Water Sales / Business	\$8,143	\$8,500	96%	\$357
4114	Water Sales / Irrigation	\$754,858	\$728,000	104%	(\$26,858)
4115	Water Transfer / CVP	\$465,645	\$423,220	110%	(\$42,425)
4117	Water Transfer / Base Supply	\$1,675,968	\$0	0%	(\$1,675,968)
4934	Penalty Revenue	\$2,755	\$2,000	138%	(\$755)
4971	Sale of Equipment	\$0	\$0	0%	\$0
4980	Misc. Revenue	\$37,262	\$0	0%	(\$37,262)
4984	Drainage Revenue	\$0	\$86,078	0%	\$86,078
4991	Contract/Project Income	\$0	\$0.00	0%	\$0
	Sub-Total	\$2,945,331	\$1,247,798	236%	(\$1,697,533)
<b>Property Tax &amp; Interest</b>					
4920	Interest Revenue	\$20,861	\$15,000	139%	(\$5,861)
4930	Prop. Taxes / Shasta	\$247,611	\$494,000	50%	\$246,389
4931	Prop. Taxes / Tehama	\$17,850	\$42,500	42%	\$24,650
	Sub-Total	\$286,322	\$551,500	52%	\$265,178
	Total Revenues	\$3,231,653	\$1,799,298	180%	(\$1,432,355)
<b>Receivables</b>					
1441	Water Sales Receivable	\$224	\$0	0%	\$224

**Anderson Cottonwood Irrigation District**  
**2021 Financial Status Report**  
*Month Ending October 2021*

**Expenditures**

Account Number	Budget Item	Year To Date	2021 Approved Budget	Percent Used	Balance Available
<b>Salaries &amp; Benefits</b>					
5010	Reg. Salaries (Admin)	\$167,721	\$198,350	85%	\$30,629
5012	Overtime (Admin)	\$50	\$0	0%	(\$50)
5014	Retirement (Admin)	\$5,887	\$6,906	85%	\$1,019
5015	Social Security (Admin)	\$9,773	\$12,120	81%	\$2,347
5016	Workers Comp. (Admin)	\$1,163	\$760	153%	(\$403)
5017	Unemployment Ins. (Admin)	\$1,736	\$1,302	133%	(\$434)
5018	Medicare (Admin)	\$2,227	\$2,836	79%	\$609
5019	Health Insurance (Admin)	\$35,461	\$47,076	75%	\$11,615
5110	Reg. Salaries (T&D)	\$211,690	\$307,800	69%	\$96,110
5111	Vehicle Allowance as Wages	\$14,449	\$28,580	51%	\$14,131
5112	Overtime (T&D)	\$41,312	\$6,000	689%	(\$35,312)
5114	Retirement (T&D)	\$24,871	\$27,623	90%	\$2,752
5115	Social Security (T&D)	\$17,348	\$20,857	83%	\$3,509
5116	Workers Comp. (T&D)	\$38,557	\$52,181	74%	\$13,624
5117	Unemployment Ins. (T&D)	\$5,312	\$3,472	153%	(\$1,840)
5118	Medicare (T&D)	\$3,432	\$4,877	70%	\$1,445
5119	Health Ins. (T&D)	\$62,009	\$130,668	47%	\$68,659
	Sub-Total	\$642,998	\$851,408	76%	\$208,410
<b>Administration</b>					
6000	Vehicle Mileage	\$5,550	\$0	0%	(\$5,550)
6001	Medical Exp. / Supplies	\$3,134	\$1,200	261%	(\$1,934)
6002	Travel / Training Expense	\$780	\$5,000	16%	\$4,220
6003	Office Supplies / Expense	\$7,691	\$8,200	94%	\$509
6004	Office Equip. & Maintenance	\$408	\$2,600	16%	\$2,192
6005	Association Dues	\$20,853	\$14,200	147%	(\$6,653)
6006	Public Notices	\$397	\$500	79%	\$103
6007	Election Expense	\$47	\$0	0%	(\$47)
6008	Legal Fees / Expense	\$19,267	\$14,000	138%	(\$5,267)
6009	SRSC Corporation	\$35,949	\$21,275	169%	(\$14,674)
6010	Maintenance Agreements	\$17,206	\$12,000	143%	(\$5,206)
6012	Vehicle Insurance	\$3,647	\$3,500	104%	(\$147)
6013	Management Expense Acct.	\$75	\$1,000	8%	\$925
6014	Liability Claims	\$770	\$1,000	77%	\$230
6015	Property / Liability Insurance	\$24,535	\$22,000	112%	(\$2,535)
6016	Permit Fees	\$3,873	\$12,000	32%	\$8,127
6017	County Taxes / Assessments	\$4,571	\$5,000	91%	\$429
6018	Consultant Services	\$8,049	\$10,000	80%	\$1,951
6019	Audit / Accounting Services	\$8,250	\$8,250	100%	\$0
6023	Utilities	\$13,432	\$15,000	90%	\$1,568
6024	Misc. Expense	\$0	\$1,000	0%	\$1,000
6026	District GIS	\$455	\$2,500	18%	\$2,045
6027	SGMA	\$0	\$0	0%	\$0
	Sub-Total	\$178,939	\$160,225	112%	(\$18,714)

**Anderson Cottonwood Irrigation District**  
**2021 Financial Status Report**  
*Month Ending October 2021*

Account Number	Budget Item	Year To Date	2021 Approved Budget	Percent Used	Balance Available
<b>General Maintenance</b>					
7000	Fuels	\$17,852	\$23,000	78%	\$5,148
7002	Light Vehicles	\$1,689	\$4,000	42%	\$2,311
7003	Heavy Vehicles	\$873	\$3,000	29%	\$2,127
7004	Light Equipment	\$458	\$3,000	15%	\$2,542
7005	Heavy Equipment	\$3,850	\$7,000	55%	\$3,150
7008	Maintenance Supplies	\$7,541	\$10,000	75%	\$2,459
7009	Buildings / Yard Maintenance	\$0	\$2,500	0%	\$2,500
7010	Small Tools & Equipment	\$1,036	\$2,000	52%	\$964
	Sub-Total	\$33,299	\$54,500	61%	\$21,201
<b>Canal Maintenance &amp; Operations</b>					
8000	SCADA Maintenance	\$3,243	\$3,000	108%	(\$243)
8001	Diversion Facilities Maint.	\$38,917	\$14,000	278%	(\$24,917)
8002	Contracted Services	\$23,416	\$19,000	123%	(\$4,416)
8003	Chemicals	\$23,651	\$13,000	182%	(\$10,651)
8004	Canal Maintenance & Exp.	\$224,435	\$50,000	449%	(\$174,435)
8005	Pump Maintenance	\$13,859	\$30,000	46%	\$16,141
8006	Utilities / Pumping	\$138,169	\$134,000	103%	(\$4,169)
8007	Water Purchases / CVP	\$208,674	\$223,000	94%	\$14,326
8008	Water Rights Protection	\$15,483	\$80,000	19%	\$64,517
8010	Water Transfer / Base Supply	\$144,935	\$0	0%	(\$144,935)
	Sub-Total	\$834,782	\$566,000	147%	(\$268,782)
<b>Prepaid Expenses</b>					



**Anderson Cottonwood Irrigation District**  
**2021 Financial Status Report**  
*Month Ending October 2021*

Balance Summary

	Year To Date	2021 Approved Budget	Percent Used	Balance Available
Total Expenditures	\$1,690,017	\$1,632,133	104%	(\$57,884)
Total Revenue	\$3,231,653	\$1,799,298	180%	(\$1,432,355)

Depreciable Expenses

	Year To Date	2021 Approved Budget	Percent Used	Balance Available

Capital Improvement

1112	Land	\$0	\$0	0%	\$0
1114	Pumps	\$69,620	\$65,000	107%	(\$4,620)
1116	Trans & Distribution Plant	\$0	\$0	0%	\$0
1117	Equipment (Machinery)	\$0	\$0	0%	\$0
1118	Auto & Trucks	\$0	\$0	0%	\$0
1119	Buildings	\$0	\$0	0%	\$0
1120	Office Furniture & Equipment	\$0	\$0	0%	\$0
1123	Yard Improvement	\$0	\$0	0%	\$0
1124	Canal Lining & Pipe	\$151,057	\$100,000	151%	(\$51,057)
1125	Canal Safety Project	\$0	\$0	0%	\$0
1126	Main Canal Metering	\$0	\$0	0%	\$0
1127	Main Dam Improvement	\$0	\$0	0%	\$0
1132	Fish Screens	\$0	\$0	0%	\$0
1133	Fish Ladders	\$0	\$0	0%	\$0
1134	SCADA Equipment	\$0	\$0	0%	\$0
1135	Groundwater Program	\$0	\$0	0%	\$0
	<b>Total</b>	<b>\$220,677</b>	<b>\$165,000</b>	<b>134%</b>	<b>(\$55,677)</b>

**Anderson Cottonwood Irrigation District**  
**2021 Financial Status Report**  
*Month Ending October 2021*

**District Funds on Deposit**

L.A.I.F.	\$3,156,345			
TCB Checking	\$964,457			
Petty Cash	\$100			
Imprest Cash	\$200			
TCB Money Market Acct.	\$1,030,747			
Total Cash	\$5,151,849			

**Breakdown Of Funds on Deposit**

General Fund	\$4,847,214			
Equipment Reserve	\$104,795			
Cap. Improvement Fund	(\$55,677)			
Drainage Fund	\$25,000			
Water Rights Protection	\$230,517			
Total Cash	\$5,151,849			

Anderson Cottonwood Irrigation District  
**Payroll Register**  
 For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Employee ID Employee Masked SS No Reference Date	Pay Type	Pay Hrs	Pay Amt
12 White, Teresa L. XXX-XX-9533 6838 10/1/21	Regular SickLeave Office_Clea	86.50 1.50 2.50	2,502.45 43.40 108.50
20-01 Currey, John S. XXX-XX-8247 6839 10/1/21	Reg_Salarie		3,958.33
20-06 Cannafax, Johnathon M. XXX-XX-1182 6840 10/1/21	Equip_Oper	84.00	1,506.12
21-04 Reed-Powers, Alister C. XXX-XX-0669 6841 10/1/21	Ditchtender	88.00	1,487.20
21-08 Loffmark, Jennifer G. XXX-XX-5804 6842 10/1/21	Regular	88.00	1,705.44
21-09 Wilson, Kyle D. XXX-XX-2586 6843 10/1/21	Ditchtender	86.67	1,464.72
21-11 Jensen, Jason A. XXX-XX-7425 6844 10/1/21	Ditchtender	88.00	1,487.20
21-12 Voges, Michael C. XXXXXX9109 6845	Ditchtender	72.00	1,216.80

Anderson Cottonwood Irrigation District  
Payroll Register  
For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Employee ID Employee Masked SS No Reference Date	Pay Type	Pay Hrs	Pay Amt
10/1/21			
23 Passmore, Scott C. XXX-XX-4422 6846 10/1/21	Main_Sup Overtime	96.25 47.50	2,123.28 1,571.78
30 Poliak, Jeff B. XXX-XX-7790 6847 10/1/21	Ditchtender Overtime	86.67 13.34	1,464.72 338.17
33 Vega, Phillip XXX-XX-1154 6848 10/1/21	DT_MainII Vacation	86.50 1.50	1,515.48 26.28
12 White, Teresa L. XXX-XX-9533 6849 10/18/21	Regular SickLeave Office_Clea	83.75 4.25 2.50	2,422.89 122.95 108.50
20-01 Currey, John S. XXX-XX-8247 6850 10/18/21	Reg_Salarie		3,958.33
20-06 Cannafax, Johnathon M. XXX-XX-1182 6851 10/18/21	Equip_Oper	88.00	1,577.84
21-04 Reed-Powers, Alistar C. XXX-XX-0669 6852 10/18/21	Ditchtender Sick_Leave	73.75 6.00	1,246.38 101.40
21-08 Loffmark, Jennifer G.	Regular SickLeave	74.25 8.00	1,438.97 155.04

Anderson Cottonwood Irrigation District  
Payroll Register

For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Employee ID Employee Masked SS No Reference Date	Pay Type	Pay Hrs	Pay Amt
XXX-XX-5804 6853 10/18/21			
21-09 Wilson, Kyle D. XXX-XX-2586 6854 10/18/21	Ditchtender	88.00	1,487.20
21-11 Jensen, Jason A. XXX-XX-7425 6855 10/18/21	Ditchtender	88.00	1,487.20
21-12 Voges, Michael C. XXXXXXXX9109 6856 10/18/21	Ditchtender	87.75	1,482.98
21-13 Baker, Bill D. XXX-XX-4043 6857 10/18/21	Ditchtender	80.00	1,352.00
23 Passmore, Scott C. XXX-XX-4422 6859 10/18/21	Main_Sup Overtime	88.00 6.50	1,941.28 215.09
30 Poliak, Jeff B. XXX-XX-7790 6860 10/18/21	Ditchtender Sick_Leave	10.00 78.00	169.00 1,318.20
33 Vega, Phillip XXX-XX-1154 6861 10/18/21	Ops_Sup Overtime Sick_Leave	83.25 5.50 4.75	1,709.96 169.46 97.57

Anderson Cottonwood Irrigation District  
 Payroll Register  
 For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Employee ID Employee Masked SS No Reference Date	Pay Type	Pay Hrs	Pay Amt
21-14 Hanan, Joshua W. XXX-XX-4750 6862 10/18/21	Ditchtender	77.50	1,309.75
Summary Total 10/1/21 thru 10/31/21	Reg_Salarie SickLeave Vacation Overtime Ditchtender DT_MainII Ops_Sup Equip_Oper Regular Office_Clea Sick_Leave Main_Sup	13.75 1.50 72.84 926.34 86.50 83.25 172.00 332.50 5.00 88.75 184.25	7,916.66 321.39 26.28 2,294.50 15,655.15 1,515.48 1,709.96 3,083.96 8,069.75 217.00 1,517.17 4,064.56
Report Date Final Total 10/1/21 thru 10/31/21	Reg_Salarie SickLeave Vacation Overtime Ditchtender DT_MainII Ops_Sup Equip_Oper Regular Office_Clea Sick_Leave Main_Sup	13.75 1.50 72.84 926.34 86.50 83.25 172.00 332.50 5.00 88.75 184.25	7,916.66 321.39 26.28 2,294.50 15,655.15 1,515.48 1,709.96 3,083.96 8,069.75 217.00 1,517.17 4,064.56

<b>EFTPS Transactions</b>					
<b>Federal Payroll Taxes</b>					
<i>Date</i>	<i>Payroll Period</i>	<i>Amount</i>	<i>Comments</i>		
10/1/2021	9/16/21 - 09/30/2021	4474.95	EFTPS for P/R taxes		
10/18/2021	10/01/2021 - 10/15/2021	\$4,664.97	EFTPS for P/R taxes		
<b>State Payroll Taxes</b>					
10/1/2021	9/16/21 - 09/30/2021	\$842.78	ACH for P/R taxes		
10/18/2021	10/01/2021 - 10/15/2021	\$1,048.64	ACH for P/R taxes		
<b>Voided and/or Missing Checks</b>					
<i>Check #</i>	<i>Issued To:</i>	<i>Amount</i>	<i>Check Date</i>	<i>Comments</i>	<i>Date Voided</i>
5451	N/A			printed report on check	
5463-5470	N/A			printed all checks upside down :	
6818	N/A			printed label on check	
6827	Phillip Vega	\$1,906.12	9/1/2021	check made out for wrong amount	9/1/2021
6864	Daniel Crowley	\$118.75	10/18/21	check made out to wrong person	10/18/2021
6858	Joshua Hanan	\$1,054.63	10/18/2021	check made out for wrong hours	10/18/21

Anderson Cottonwood Irrigation District  
Cash Disbursements Journal  
For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/1/21	5443	2226	pension for 10/1/21	237.50	
		1308	payroll/GM Edward Jones, FBO John Currey		237.50
10/1/21	5444	2226	457 W?H for 10/1/21	75.00	
		1308	payroll/SP Variable Annuity Life Ins. Co.		75.00
10/4/21	5445	6000	milage true up	287.90	
		1308	Jeff Poliak		287.90
10/4/21	5446	5014	pension for	561.04	
		5114	admin/September	1,954.14	
		1308	pension for T&D, September Western Conf. Team. Pension		2,515.18
10/4/21	5447	8002	Sugar Pine Camp for	1,815.52	
		1308	February 2019 Department Forestry & Fire Protection		1,815.52
10/4/21	5448	8010	2021 Water Transfer	2,643.00	
		1308	MBK Engineers		2,643.00
10/8/21	5449	5019	health insurance for	3,435.00	
		5119	October/Admin	6,894.00	
		1308	health insurance for October/T&D N.C.G.T. Security Fund		10,329.00
10/8/21	5450	6001	reimburse for DMV	105.00	
		1308	physical on 10/01/2021 Johnathan Cannafax		105.00
10/14/21	5452	7008	head for saw	26.76	
		1308	Al's Saw Shop		26.76
10/14/21	5453	6023	monthly water for office	13.02	
		1308	City Of Anderson		13.02
10/14/21	5454	8007	Project water related	44,185.46	
		1308	fees/charges DOI-BOR- Region: CA Great Basin		44,185.46
10/14/21	5455	6003	Monthly charges for office	157.42	
		1308	copies/ also underpayment from last months invoice Carrel's Office Machines		157.42
10/14/21	5456	6001	pre employment drug	55.00	
		1308	testing/MV Compliance Associates		55.00
10/14/21	5457	8001	PVC coupling	19.09	
		1308	Ewing		19.09
10/14/21	5458	7000	monthly gasoline/diesel	2,734.56	
		1308	fuel Flyers Energy, LLC		2,734.56
10/14/21	5459	8005	Perry's Pond pump install	1,363.38	
		1308	main breaker J & J Pumps, INC		1,363.38



Anderson Cottonwood Irrigation District  
Cash Disbursements Journal  
For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
10/14/21	5460	8005	call out in case needed to reset pump	250.00	
		1308	Meyer Crane		250.00
10/14/21	5461	7004	parts for door handle/Kabota Tractor	71.13	
		1308	Nor Cal Rentals		71.13
10/14/21	5462	8004	Spring Gulch pillar maintenance/spillway	22,428.40	
		1308	North Woods Excavatiing, Inc		22,428.40
10/14/21	5471	6023	monthly power for office/shop	525.16	
		8010	monthly power for wells	26,619.65	
		8006	monthly power for Supan pump	811.30	
		8006	monthly power for Perrys pond pump	313.55	
		8006	monthly power for Dymesich pond	1,601.92	
		8006	monthly power for Cottonwood Hyline	1,708.20	
		8000	monthly power SCADA/Cottonwood	13.41	
		1308	Pacific Gas & Electric		31,593.19
10/14/21	5472	8001	monthly power for Diversion Facilities	204.40	
		8006	monthly power for Progress Drive pump	578.84	
		8000	monthly power for SCADA/Bonnyview Road	25.00	
		8006	monthly power for Churn Creek pumps	20,569.85	
		1308	City Of Redding		21,378.09
10/14/21	5473	6017	property taxes for 202-160-012	41.00	
		6017	property taxes for 202-030-073	319.74	
		6017	property taxes for 101-440-040	158.30	
		1308	Shasta County Tax Collector		519.04
10/14/21	5474	8008	CNRA Lit - ACID	598.57	
		8008	PCFFA Lit - ACID	47.40	
		1308	Somach Simmons & Dunn		645.97
10/14/21	5475	7008	safety vests (5)	145.46	
		1308	The T Shirt Factory		145.46
10/14/21	5476	7003	coolant for dump truck	38.47	
		1308	Taylor Auto Parts		38.47
10/14/21	5477	8004	no trespassing signs	410.23	
		6003	Fat Cow monthly fee, mail chimp monthly fee, face masks, copy paper, envelopes,	369.38	
		6010	Linxup, GIS renewal	3,271.96	
		6023	monthly cell phone	247.81	
		6013	business lunch	22.03	
		6003	cash back reward		80.00
		1308	Tri Counties Bank		4,241.41
10/14/21	5478	6023	monthly dumpster rental	110.50	

## Anderson Cottonwood Irrigation District

## Cash Disbursements Journal

For the Period From Oct 1, 2021 to Oct 31, 2021

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		1308	for office/shhop Waste Management		110.50
10/18/21	5479	2226	retirement for 10/18/21 payroll	237.50	
		1308	Edward Jones, FBO John Currey		237.50
10/18/21	5480	2226	457 W/H for SP 10/18/21 payroll	75.00	
		1308	Variable Annuity Life Ins. Co.		75.00
10/22/21	5481	6003	Office Drinking Water	12.81	
		1308	Mt. Shasta Spring Water		12.81
10/22/21	5482	6003	Stamps and late fee	132.00	
		1308	Pitney Bowes		132.00
10/22/21	5483	6001	Voges Background	108.00	
		1308	Compliance Associates		108.00
10/25/21	5484	6014	Flooding Damages Claim (Flooring and Estimate)	770.03	
		1308	Carrillo, Linda		770.03
	Total			<u>149,399.79</u>	<u>149,399.79</u>

# Anderson-Cottonwood Irrigation District

**TO:** ACID Directors

**FROM:** John S. Currey

**Agenda Item No.** 6.2

**Meeting Date:** 11/11/2021

**DATE:** November 3, 2020

X Action Item

       No Action Requested

---

**SUBJECT:** Receive Staff Report and Consider Approval of 2022 Application and Agreement for Water Service

---

**Background:**

The attached application has been updated with new language hoping to curb any confusions on monies due at the time of submitting the application and to help limit initial overpayments being made.

**Recommendation:**

Staff recommends that the Board approves the revised application and agreement for 2022 water service.

**Enclosures:**

Application and Agreement for 2022 Water Service

**APPLICATION AND AGREEMENT FOR 2022 WATER SERVICE**

**Please complete this form and mail it (in its entirety) with your payment.**

First Installment (at least 50%)      **Due March 10, 2022**      *Delinquent after April 10, 2022*  
 Second Installment                      **Due May 10, 2022**                      *Delinquent after June 10, 2022*

If payments are not **received / postmarked** by the delinquent dates, a late penalty of 10% will be added to the amount due (calculated on the first half of the total charges). Interest will be charged on the outstanding balance at the rate of 1.5% per month until paid. Irrigation deliveries will be withheld until the amount due, including any penalties and interest, is paid. **No water will be provided prior to payment.**

ASSESSOR'S PARCEL NUMBER OF PARCEL BEING IRRIGATED \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**If applying for more than one adjacent parcel, please list Parcel Number & Address on reverse side of this application.**

**PHYSICAL ADDRESS OF PARCEL(S) BEING IRRIGATED**

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Number of Acres applying for \_\_\_\_\_

**LANDOWNER INFORMATION**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No \_\_\_\_\_ Email Address \_\_\_\_\_

**IRRIGATOR INFORMATION (If applicable)**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No \_\_\_\_\_ Email Address \_\_\_\_\_

As a condition for water service, the applicant and landowner agree to comply fully with the District's Rules and Regulations, policies, and with applicable state and Federal laws, orders, and regulations. The applicant and landowner agree that they assume full responsibility and liability for the use or misuse of water delivered to their property, including all damages to adjoining property due to failure to adequately control water delivered to their property. It is further agreed that the applicant's and landowner's signatures(s) hereon signify that they have read and understand the District's Rules and Regulations and that they accept the terms and conditions for water service from the District. The District reserves the right to adjust the rates for water service if and when it is required based on district economic needs. The landowner further agrees that any charges for water used on his/her property by him/her or his/her tenant, but for which full payment is not received, may be added as an assessment on his property tax bill and hereby consents to that assessment.

Nothing contained in this application shall be construed as an assumption of liability on the part of the District, its Directors, officers, or employees for any damages occasioned through the improper construction, maintenance or use of District facilities, or the delivery or failure to deliver water, or the waste of water, or by permitting the flow of water, or turning water in any facility, or to any land.

Any dispute, claim or controversy arising out of or relating to this Application and Agreement or the breach, termination, enforcement, interpretation or validity thereof, including the determination of the scope or applicability of this agreement to arbitrate, shall be determined by arbitration. The arbitration shall be administered by JAMS pursuant to its Comprehensive Arbitration Rules and Procedures. Judgment on the Award may be entered in any court having jurisdiction. This clause shall not preclude parties from seeking provisional remedies in aid of arbitration from a court of appropriate jurisdiction.

**Landowner (Required)**

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Irrigator (If applicable)**

Signature \_\_\_\_\_

Date \_\_\_\_\_

**One Acre Minimum Required = \$87.00**

**RATE**

**Combined # of Irrigated Acres (Do Not Round)** \_\_\_\_\_ X \$ 87 = \$ \_\_\_\_\_

**Annual Application Fee** + \$ 115.00

**Total Charges for 2022 Water Service** = \$ \_\_\_\_\_

**10% Late Penalty on First Half of Total Charges if Received After Due Date**  
 = \$ \_\_\_\_\_

<b>FOR ACID OFFICE USE ONLY</b>	
\$ _____	Date _____
Check # _____	Receipt # _____
Remaining Amount Due \$ _____	
DT _____	Cust# _____
1 <sup>st</sup> Installment	2 <sup>nd</sup> Installment

ASSESSOR'S PARCEL NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

PHYSICAL ADDRESS OF PARCEL BEING IRRIGATED

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Number of Acres applying for \_\_\_\_\_

IRRIGATOR

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Telephone No \_\_\_\_\_ Email Address \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

PHYSICAL ADDRESS OF PARCEL BEING IRRIGATED

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Number of Acres applying for \_\_\_\_\_

IRRIGATOR

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Telephone No \_\_\_\_\_ Email Address \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

PHYSICAL ADDRESS OF PARCEL BEING IRRIGATED

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Number of Acres applying for \_\_\_\_\_

IRRIGATOR

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Telephone No \_\_\_\_\_ Email Address \_\_\_\_\_

# Anderson-Cottonwood Irrigation District

**TO:** ACID Directors  
**FROM:** John S. Currey

**Agenda Item No.** 6.3  
**Meeting Date:** 11/11/2021

**DATE:** November 3, 2021

X  Action Item  
       No Action Requested

---

**SUBJECT:** Discuss and Consider Adopting Resolution 2021-04 to Establish a New Meeting Time for the Regular Board Meeting

---

**Background:**

Based on the initial interest to hold an evening meeting, we have confirmed that the City of Anderson Council Chambers are available during the evenings of the 2<sup>nd</sup> Thursday of each month.

Attached is a Resolution (require by code) to establish the date and time of the district regular board meeting. The previous meeting time was set for 6:00 pm until resolution 2021-01 was enacted setting the current time of 2:00 pm.

**Recommendation:**

Staff request the Board consider adopting resolution 2021-04 to establish the regular Board meeting will be on the 2<sup>nd</sup> Thursday of each month whichever time the Board desires.

**Enclosures:**

Resolution 2021-04

**RESOLUTION NO. 2021-04**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF ANDERSON-COTTONWOOD IRRIGATION DISTRICT  
DESIGNATING PLACE AND TIME FOR  
REGULAR BOARD OF DIRECTORS MEETING**

**WHEREAS**, the Board of Directors of Anderson-Cottonwood Irrigation District (“District”) wishes to encourage and maximize participation of the public in the proceedings and discussions of the Board of Directors; and

**WHEREAS**, the Ralph M. Brown Act requires the Board of Directors to establish a regular meeting date and time by resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Anderson-Cottonwood Irrigation District as follows:

1. The regular meeting days for the Board of Directors of the District shall be the second Thursday of each month.
2. The regular meeting time of the Board of Directors of the District shall be **XXX** pm.
3. The regular meeting place of the Board of Directors of the District shall be held at the Anderson City Hall, 3<sup>rd</sup> Floor, 1887 Howard Street, Anderson, California, 96007.

**PASSED AND ADOPTED** the 11<sup>th</sup> day of November, 2021 by the Board of Directors of Anderson-Cottonwood Irrigation District:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

John S. Currey  
General Manager  
Anderson-Cottonwood Irrigation District

# Anderson-Cottonwood Irrigation District

**TO:** ACID Directors

**FROM:** John S. Currey

**Agenda Item No.** 6.4

**Meeting Date:** 11/11/2021

**DATE:** November 3, 2021

**Action Item**

**No Action Requested**

---

**SUBJECT:** Discussion and Approval of Assistant General Manager of Operations Contract

---

**Background:**

Emmy Westlake has accepted and agreed to the terms of the position as Assistant General Manager of Operations (AGM) and has signed the enclosed contract.

**Recommendation:**

Approve and sign AGM contract.

**Enclosures:**

AGM Contract



**AT WILL EMPLOYMENT AGREEMENT BY AND BETWEEN  
EMMY WESTLAKE AND THE BOARD OF DIRECTORS OF  
THE ANDERSON-COTTONWOOD IRRIGATION DISTRICT**

**RECITALS**

The Board of Directors of the Anderson-Cottonwood Irrigation District (District), located at 2810 Silver Street, Anderson, California, 96007, desires to employ the services of Emmy Westlake (Westlake) as the Assistant General Manager of Operations (AGM) of the District.

**AGREEMENT**

1. **EMPLOYMENT.** District will employ Westlake to perform duties of AGM with control over operations, personnel, and facilities of the District, as specified by the Board. Westlake shall work the hours necessary in the performance of the duties of AGM. The employment shall commence November 15, 2021, and shall continue thereafter until notice of termination of this contract is delivered by one party to the other party. This is at-will employment and, as such, can be terminated by Westlake or District at any time, with or without cause. In the event Westlake seeks to terminate her employment, she must provide the Board with 30 days' notice prior to termination.
2. **DUTIES.** Westlake shall assist in the performance of duties consistent with the position of a general manager of a California irrigation district as well as acting as general manager in his absence. Such duties include, but are not limited to: Ensuring that the day-to-day operations and maintenance of the District are performed through subordinates; developing and maintaining the District's long-term objectives; ensuring staff is accomplishing the objectives of the Board; supervising all employees subordinate to her; hiring and firing employees; managing the District's financial well-being, including accounting, budgeting, cash management, asset management, time management, investment of reserves, and any other financial duties not delineated herein that would be typical of an AGM; enforcing rules and regulations of government agencies and policies of the Board of Directors; engaging and managing all third party contracts and relationships to ensure proper work is performed and paid for; providing guidance and opinions to the Board of Directors regarding the duties and needs of the District; and all other duties that are typical of an AGM.
3. **COMPENSATION.** Westlake shall receive an annual salary of \$60,000. Such compensation will be paid in bi-monthly installments over 24 pay periods during the year (the 15<sup>th</sup> and the final day of each month).
4. **PAID TIME OFF /PTO.** PTO shall accrue in increments of one day per month (12 days per year with three days considered sick leave) and shall accrue to the maximum of 15 days.

5. HOLIDAYS. Holidays consistent with that provided other District employees.
6. RETIREMENT. The District will make annual contributions of an amount equal to 5% of Westlake's salary to a retirement fund of her choice.
7. HEALTH INSURANCE. In lieu of health insurance, the District will contribute \$400 per month to a retirement fund of Westlake's choice.
8. The Agreement is complete and entire and may not be altered except in writing executed by party hereto.

DATED:

---

BRENDA HAYNES  
PRESIDENT  
BOARD OF DIRECTORS  
ANDERSON-COTTONWOOD IRRIGATION DISTRICT



10/29/21

---

EMMY WESTLAKE

# Anderson-Cottonwood Irrigation District

**TO: ACID Directors**  
**FROM: John S. Currey**

**Agenda Item No. 6.5**  
**Meeting Date: 11/11/2021**

**DATE: November 3, 2021**

**Action Item**  
 **No Action Requested**

---

**SUBJECT:** Discussion and Approval of Amendment to General Manager's Contract

---

**Background:**

As requested by the Board, paragraphs 8.f and 8.g have been deleted from the General Manager's (GM) current contract.

**Recommendation:**

Approve and sign amendment to GM contract.

**Enclosures:**

Amended GM Contract

**EMPLOYMENT AGREEMENT OF EMPLOYEE OF ANDERSON-COTTONWOOD IRRIGATION DISTRICT  
SECOND AMENDMENT**

THIS SECOND AMENDMENT is made between ANDERSON-COTTONWOOD IRRIGATION DISTRICT ("District") and JOHN CURREY ("CURREY") this 11th day of November 2021.

**RECITALS**

WHEREAS, the Board of Directors of District and CURREY desire amend the terms and conditions of CURREY's employment agreement;

**AGREEMENT**

The following paragraphs 8.f. and 8.g. will be deleted for the employment agreement as executed on March 16, 2020.

IN WITNESS WHEREOF, the District has caused this amendment to be signed and executed on its behalf by its President and has also been executed by CURREY. Executed on this 11th day of November 2021, at Anderson, California.

EMPLOYEE:

\_\_\_\_\_  
JOHN CURREY

ANDERSON-COTTONWOOD IRRIGATION DISTRICT:

\_\_\_\_\_  
BRENDA HAYNES, President

## **EMPLOYMENT AGREEMENT OF EMPLOYEE OF ANDERSON-COTTONWOOD IRRIGATION DISTRICT**

THIS AGREEMENT is made between ANDERSON-COTTONWOOD IRRIGATION DISTRICT ("District") and JOHN CURREY ("CURREY") this 16th day of March 2020.

### RECITALS

WHEREAS, the District has retained the services of CURREY as District General Manager;

WHEREAS, the Board of Directors of District, as appointing power, and CURREY desire to agree hereby in writing to the terms and conditions of CURREY's employment as District General Manager;

### AGREEMENT

NOW, THEREFORE, District and CURREY agree as follows:

#### 1. DUTIES.

- a. District hires and retains CURREY to perform the duties of General Manager including but not limited to: Ensuring that the day-to-day operations and maintenance of the District are performed through subordinates; developing and maintaining the District's long-term objectives; ensuring staff is accomplishing the objectives of the Board; managing the District's financial well-being, including accounting, budgeting, cash management, asset management, time management, investment of reserves, and any other financial duties not delineated herein that would be typical of a general manager; enforcing rules and regulations of government agencies and policies of the Board of Directors; providing guidance and opinions to the Board of Directors regarding the duties and needs of the District; and all other duties that are typical of a general manager.
- b. CURREY will report to the Board of Directors of District and shall carry out and implement the Board's policies, directives and general goals as reasonably established.
- c. The Board invests in CURREY direct supervisory control over the operations and maintenance, personnel, and facilities of the District subject to the policies established by the Board. CURREY will report to the Board regularly as to the condition of operations.
- d. In addition to General Manager duties, CURREY shall serve as Secretary/Treasurer of District. CURREY must maintain all associated board agendas, activities, minutes, resolutions, and other items as would be typical of a secretary/treasurer of a California irrigation district's board of directors.
- e. All District expenditures must be approved by the Board as part of its budget review and approval, and CURREY will have no independent authority to expend District funds, except as delegated, directed and authorized by the Board. This provision does not limit CURREY from entering into and carrying out routine agreements necessary for the customary and usual operation of the District on a day-to-day basis.
- f. CURREY will be responsible for personnel management, including hiring, supervision, direction, discipline, promotion, demotion and termination of all employees of the District, subject to any applicable memorandum of understanding and to the direction,

supervision by and review by the Board of Directors, and in accordance with Board-established policies and state and federal law.

- g. CURREY will represent the District at conferences, conventions, hearings, administrative procedures, and in litigation and at settlement conferences as may be necessary to represent the District and to protect its interests. CURREY may in his discretion consult with and give direction to District agents, consultants, attorneys and advisors as CURREY may deem necessary in order to carry out his responsibilities to the District.

## 2. SALARY.

- a. District will pay CURREY \$95,000.00 (Ninety-Five Thousand Dollars) in salary per annum for his services payable in installments at the time as other employees of the District are paid and subject to required withholdings. CURREY will not be entitled to overtime pay, compensating time off, or other compensation or reimbursement for hours worked for the District.
- b. Commencing on the first anniversary of CURREY's employment, District will consider cost of living or merit increases. Any increase will be considered at an open session of a regular board meeting and, if approved, memorialized in writing and signed by both parties. No assurance is given by District that any increase in the salary paid will be made and granting of increases to other employees of District shall not guarantee or assure that similar increases will be granted to CURREY.

## 3. VACATION.

- a. CURREY is entitled to 15 days paid time off per year, accrued at a rate of 5 hours per bi-monthly pay period and prorated accordingly. Unused paid time off days may be carried over each year of this Agreement, but not to exceed a total accumulation of 50 days.

## 4. SICK LEAVE.

- a. CURREY is entitled to 24 hours (or 3 days) of paid sick leave per year in accordance with California law. 3 days of sick leave is accrued annually on March 16<sup>th</sup>. No accumulated sick leave is paid upon separation of employment. Unused paid sick leave can be carried over from year to year but will be capped at 48 hours (or 6 days).

## 5. SUPPLEMENTAL BENEFITS.

- a. The District will provide CURREY with the same 9 paid holidays as provided to other District employees.
- b. The District will provide CURREY with health insurance benefits through the Northern California General Teamsters Local No. 137 Security Fund, or an equal equivalent, for employee & family coverage.
- c. CURREY agrees that he has fully investigated those benefits and their terms and conditions and agrees that District has not made any representations or promises of additional benefits or relief from the conditions of receipt of those benefits. CURREY has independently investigated and ascertained the effect on him and his family and accepts all risks associated with the District's benefit programs and those facts.

6. AUTOMOBILE USE.

The District will provide CURREY with a company work truck for daily commuting to and from work and other District use. Use of district vehicles shall strictly conform to the current District policies.

7. PERFORMANCE EVALUATIONS.

The Board of Directors will evaluate CURREY's performance at least annually. The District may elect to evaluate CURREY's performance quarterly, semiannually or annually. In addition, annually the Board and CURREY will agree upon written goals and objectives for the ensuing year or a shorter period. CURREY shall be responsible for scheduling the reviews contemplated by this paragraph.

8. OTHER TERMS AND CONDITIONS OF EMPLOYMENT.

- a. CURREY will perform his duties to the best of his ability in accordance with the highest professional and ethical standards of the profession and shall comply with all applicable rules and regulations established by the District. CURREY's performance and duties shall at all times be subject to review the Board of Directors and subject to direction as to changes to be made.
- b. CURREY will remain in the exclusive full-time employ of the District during the term of this Agreement and shall not undertake any outside employment, excluding management of his personal and family's real property and investments, except with the express written and prior permission the Board.
- c. CURREY may not engage in any activity which is or may become a conflict of interest, prohibited by contract, or which may create an incompatibility of office as defined by California law and District code, policy or regulations, or create an impression or appearance that the District is taking a political position on an issue through CURREY. Notwithstanding the foregoing, CURREY shall be able to fully exercise his personal freedom of speech and expression. Annually, CURREY must complete required disclosure forms established by the Fair Political Practices Commission.
- d. It shall be a condition and qualification at all times that CURREY maintain a valid California Drivers' License.
- e. The Board of Directors, by resolution, may fix any other terms and conditions of employment, as it may determine from time to time, relating to the performance of CURREY, provided such terms and conditions are not inconsistent with provisions of this Agreement or law.
- ~~f. CURREY shall have the right to present to the Board of Directors proposals to teach or enter into consulting or advisory contracts with third parties. The Board of Directors will reasonably consider those proposals. The Board of Directors will not be required to approve those arrangements that it finds might distract from CURREY's performance of his work District or which might cast a negative light upon CURREY or District, in the reasonable determination of the Board of Directors. If those activities are approved by District, CURREY shall provide proof of liability and/or malpractice insurance in regard to those activities, either through his employment or independent contractor status, and~~

- ~~shall demonstrate to the reasonable satisfaction of District that there is coverage or minimal likelihood of claims of liability to District arising from the activities of CURREY.~~
- ~~g. CURREY may use reasonable amounts of work hours for the purposes of professional development classes, presentations and/or conferences with the advance approval of the District Board of Directors. The costs and expenses of those conferences approved by the Board of Directors will be paid or reimbursed to CURREY in accordance with the District's Travel and Expense Policy existing from time to time.~~
- h. CURREY shall utilize computers, databases, telephones and other equipment of District only for the purposes of implementing and performing duties for District. CURREY shall not knowingly destroy, erase or remove without prior approval of the Board of Directors any data, tabulations, plans, specifications, correspondence or other documents or work product from the record keeping system of District and shall cooperate with other employees of District to locate, index and provide a record of all of CURREYs' performances and acts for District upon terminating employment with District.

9. TERM.

CURREY is an at-will employee. The term of this Agreement shall commence on March 16, 2020 and continue until terminated by either party in accordance with the provisions set forth in Paragraphs 10 and 11, or until terminated by the death or permanent disability of CURREY.

10. RESIGNATION AND TERMINATION.

- a. CURREY may resign at any time with or without cause and will give the District at least 30 calendar days advance written notice of the effective date of his resignation.
- b. District may at any time terminate CURREY upon 30 calendar days advance written notice. A majority of the Board of Directors may vote to terminate CURREY at a duly authorized meeting.
- c. CURREY acknowledges that he is an "at will" employee whose employment may be terminated by the District without cause subject to payment of severance pay as provided in Paragraph 11, and if there is cause for termination, subject to no payment of severance pay. CURREY further acknowledges that there is no express or implied promise made to CURREY of any form of continued employment. This Agreement is the sole and exclusive basis for an employment relationship between CURREY and District.

11. SEVERANCE PAY.

If CURREY is terminated by the Board without cause, while still willing and able to perform the duties of District General Manager, District agrees to pay CURREY a cash payment equal to 6 months base salary. Said cash payments may be paid, at the option of the District, in lump sum upon date of termination or equal monthly installments. No further sick leave or vacation pay shall accrue or be usable during this severance pay period. Such payment shall be in full satisfaction of any further obligations under this Agreement, except payment of any vacation leave accrued and unused as of the date of termination. If the Agreement is terminated, any cash settlement related to the termination that CURREY may receive from



the District shall be fully reimbursed to the District if CURREY is convicted of a crime involving an abuse of his position.

If CURREY is terminated for cause or because of conviction of any criminal offense, then the District will have no obligation to continue the employment of CURREY or to pay the severance set forth in this paragraph.

For purposes of this Agreement, the term "cause" is defined as follows:

- a. any breach or neglect of the General Manager's duties which he is required to perform under the terms of this Agreement;
- b. the commission of any material act of dishonesty, fraud, misrepresentation, or other act of moral turpitude;
- c. gross carelessness or misconduct;
- d. refusal to obey the lawful direction of the Board or its policies;
- e. inability to perform the essential functions of his position, with or without reasonable accommodation, due to physical or mental injury or illness for a period of 90-consecutive calendar days, or for such longer period as the Board may determine.

The decision of the board of directors to terminate employment shall be final.

#### 12. INDEMNIFICATION AND DEFENSE.

CURREY shall be entitled to legal defense and indemnity as set forth in Government Code sections 825, *et. seq.*, and 995, *et. seq.*

#### 13. ENTIRE AGREEMENT.

This Agreement is the final expression of the complete agreement of the parties with respect to the matters specified herein and supersedes all prior oral or written understandings. Except as prescribed herein, this Agreement cannot be modified except by written mutual agreement signed by both parties.

#### 14. ASSIGNMENT.

This Agreement is not assignable by either party.

#### 15. SEVERABILITY.

In the event that any provision of this Agreement is finally held or determined to be illegal or void by a court having jurisdiction over the parties, the remainder of the Agreement shall remain in full force and effect unless the parts found to be void are wholly inseparable from the remaining portion of the Agreement.

#### 16. COUNTERPARTS.

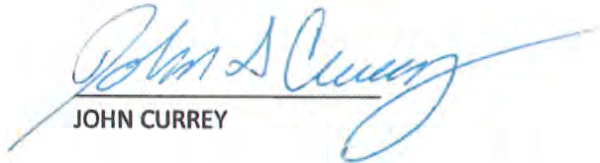
This Agreement may be executed in two counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

#### 17. REPRESENTATION.

This Agreement was prepared with the assistance of Districts' legal counsel. It is understood by CURREY that District's attorney is not employed by the Board to represent the interests of CURREY and that he may seek the advice of an attorney of his choice in the review and execution of this Agreement. If any dispute should arise over the terms and conditions hereof, then it is understood that District's attorney shall represent the interests of District, and CURREY waives any claim of conflict against the District's attorney arising from District's attorney conferring with CURREY over the terms hereof.

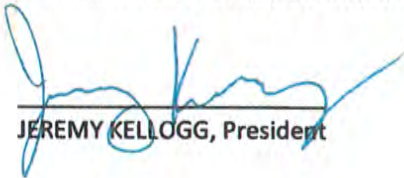
IN WITNESS WHEREOF, the District has caused this Agreement to be signed and executed on its behalf by its President and has also been executed by CURREY. Executed on this 16<sup>th</sup> day of March, at Anderson, California.

EMPLOYEE:



JOHN CURREY

ANDERSON-COTTONWOOD IRRIGATION DISTRICT:



JEREMY KELLOGG, President

TO: ACID Directors  
FROM: John S. Currey

Agenda Item No. 7  
Meeting Date: 11/11/2021

DATE: November 4, 2021

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SUBJECT: General Manger's Monthly Status Report

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**Drought Operations:**

- NCWA, Federal and State Agencies are working on drought strategies for 2022 if the drought persists. I have participated and will continue to participate in meetings regarding the 2022 plans. I am using this information to develop some ACID specific plans which will be presented to the Board in January or February.
- Curtailment notices and reporting – I continue to file the new enhanced reports as required by the State Board.

**Water Transfers:**

- I expect Bureau of Reclamation (BOR) to confirm the transfer quantities in the next few weeks. I will provide a summary of the total quantities and final invoicing in December.
- I am discussing 2022 water needs with the local water agencies. I will have several meetings with the City of Redding and Bella Vista Water District to explore water operation and transfer if the drought continues.

**Irrigation and Maintenance Activities:**

- Maintenance activities for October 11 – October 29 – see attached.
- Towable port-a-potty discussed in the last GM report is still available. If the Board would like to discuss it please let me know, otherwise, I will pick it up later this month.
- Phil and I will be reviewing the 2021 ditchtender worksheet for edits and revisions prior starting the ditchtending training in January.
- The Dam is progressing well. Phil is leading the crew with some advice from Scott.

**Office Operation:**

- Jen cross-training continues.
- I am working with the GIS Intern and Eddy Clark (Jacobs) to update our Underground Service Alert map and address the interns skills for other projects.

**Staffing**

- Staffing level as of 11/4/2021 is 13 active employees.
  - 1 employee is still out for health reason, his return is expected on November 15.
  - The crew has been working well together
  - Staff is scheduling and taking vacation over the next several months. I am coordinating the vacations so that we have adequate supervision and work for the maintenance crew.

**Work Request and/or Complaints:**

- We continue to review past and new work requests to identify projects that need to be done this season.

**Planning:**

- City of Anderson - McMurry Drive no new information.
- Shasta County – Knighton Road, I have attached the letter I have submitted to the County for the proposed Maverick Truckstop.
- NRSC – I have met with NRSC staff to discuss the Lateral 46 (West Cottonwood) project. We have also discussed several upcoming landowner projects that are waiting for construction or in planning.

**GM Activities:**

- Met with Diversion of Dam Safety staff for the Dam biannual inspection.
- Participated in several Drought year planning meetings to recall 2021 and consider 2022 drought plans. These meetings will continue on a regular basis.
- Participated SRSC's Board meeting.
- Participated in NCWA's Bay-Delta Task Force meeting.
- Attended NCWA's annual fall meeting.
- Water Resource Managers of Shasta (WRMS) Meeting.
- Developing a planning strategy for 2022.

**Attachments:**

Maintenance Activities 10/11 – 10/29

Maverick Truckstop Letter

## MAINTENANCE ACTIVITIES

October 11-29, 2021

USA's Site Inspection

Cut and remove tree debris off Lateral 33, Oregon Gulch Main Canal, County Hospital Main Canal, take to Wheelabrator

Maintenance work on backhoe, replace window

Open spillway on PU Ditch, Spring Gulch and Hill St

Pull boards at Dymesich Pond

Pour cement block on Main Canal at Oregon Gulch (County Hospital)

Load pipe, unload, dig pipeline and pour concrete for modified distribution on Lateral 33 at Venzke Road

Work with County to replace Lateral 33 pipe at Venzke Road

Got backhoe unstuck

Windshield replaced

Ran mower from Main Canal Redding off Cypress to Parkview, Lateral 2 to Wyndham Siphon

Repair Waterman gate (gearhead) on spillway in Anderson Creek

Removal of brush and debris at Main Dam, Main Canal

Strip forms from distribution box at Venzke

Verified electrical meters numbers and accounts

Repair Waterman gates on Main Canal

Fix holes in Main Canal across from Lateral 3 and Wyndham

Work on waterman gates and pumps in shop

Chemical training for 3 crew members at Loucks

Vehicle Checks

Inventory

Maintenance on tractors

Lateral 33



ACID replacing failed concrete pipe and open ditch



County Staff installing pipe on Venzke Road



Modifying Distribution Box at Venzke Road

**Main Canal Vegetation Management**



Mowing Main Canal at South Street



Main Canal at Parkview Ave.





Main Canal at Wyndham Ave.



Main Canal at Oregon Gulch Vegetation Removal



Main Canal at Oregon Gulch Vegetation Removal



Main Canal at Spring Gulch Vegetation Removal and Foundation Repair



Main Canal at Spring Gulch Vegetation Removal and Spillway Repair



BOARD OF DIRECTORS  
BRENDA HAYNES      TIGER MICHIELS  
AUDIE BUTCHER      RAY ELIANTE  
RICK WILLIAMS

GENERAL MANAGER  
JOHN S. CURREY

Via Email

October 20, 2021

Luis A. Topete Shasta County  
Department of Resource Management  
1855 Placer Street, Suite 103  
Redding CA 96001

Re: Pre-Appreciation 21-0001 for Maverick, Inc.

Dear Mr. Topete,

The Anderson-Cottonwood Irrigation District (ACID) has reviewed the pre-application and has the following comments regarding the proposed Maverick Convenience Store at the intersection of Knighton and Chum Creek Roads. The Applicant and the County should be aware that ACID has a pipeline located on the western boundary of the property and a pipeline located near the intersection of Knighton and Chum Creek Roads. The enclosed map indicates the general location of the pipelines. We will also need to review the drainage plan to determine if there are any impacts to ACID's facilities and if a drainage permit is required.

If you need additional information or have any questions, please contact me at [gm@acidistrict.org](mailto:gm@acidistrict.org).

Sincerely,

A handwritten signature in blue ink that reads "John S. Currey".

John S. Currey  
General Manager

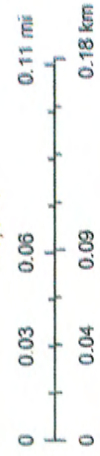
Enclosures

# ACID GIS Viewer



June 18, 2020

1:4,514



Source: Esri, Maxar, GeoEye, Earthstar, Geographics, CNES/Airbus DS,