

FINAL AGENDA
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
AUGUST 11, 2022

<i>Brenda Haynes, President</i>	Anderson-Cottonwood Irrigation District	
<i>Audie Butcher, Vice President</i>	2810 Silver Street, Anderson, CA 96007	<i>Tiger Michiels, Director</i>
<i>Terri White, CFO/Acting GM</i>	(530) 365-7329 Fax (530) 365-7623	<i>Ray Eliante, Director</i>
	www.andersoncottonwoodirrigationdistrict.org	<i>Rick Williams, Director</i>

AGENDA

**BOARD OF DIRECTORS
REGULAR MONTHLY MEETING
AUGUST 11, 2022**

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

**Meeting will take place in
Council Chambers located on the 3rd Floor at
1887 Howard Street, Anderson, CA**

- 1. CALL TO ORDER**
- 2. PRESENTATIONS – NONE**
- 3. DISCUSSION ITEMS – NONE**
- 4. PUBLIC PARTICIPATION**

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. 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.

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?

- 5.1 Minutes – Approve the Minutes of the Regular Meeting July 14, 2022 and the Minutes of the Special Meeting July 18, 2022**
- 5.2 Financial Status Report for Year-to-Date Through July 2022**
- 5.3 Payroll: Approve Payroll Check Register for the Month of July 2022**
- 5.4 EFTPS & ACH Transactions – Approve EFTPS & ACH transactions for the Payroll Periods Ending June 30, 2022 and July 15, 2022**

FINAL AGENDA
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
AUGUST 11, 2022

- 5.5 Voided and/or missing checks for July 2022
- 5.6 Approve District's Conflict of Interest Code

END OF CONSENT AGENDA

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

6. ACTION ITEMS

- 6.1 Consider Approval of the Cash Disbursements Journal for July 2022
- 6.2 Consider Approval of Hiring Duane K. Miller Engineer Inc. (now owned by Horrocks) for Hydrology and Plan Check of Quick Quack Car Wash Project on McMurray Drive in Anderson and ACID Lateral 21

7. GENERAL MANAGER'S REPORT

Administrative – Construction – Maintenance – Operations

8. DIRECTORS' REPORTS

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

CLOSED SESSION

- C.S.1 PUBLIC EMPLOYEE APPOINTMENT: GENERAL MANAGER** (Government Code Section §54957(e)) Title: Confer with Robert Thomas of Term Strategies LLC regarding General Manager Recruitment
- C.S.2 CONFERENCE WITH LABOR NEGOTIATOR**
(GOVERNMENT CODE §54957.6(a)) District Personnel Committee in Regard to Collective Bargaining Agreement with Teamsters Local #137. District's Labor Negotiator: Board President Brenda Haynes, Board Member Ray Eliante
- C.S.3 PUBLIC EMPLOYEE EMPLOYMENT AND/OR PERFORMANCE EVALUATION**
(Government Code Section §54957)
Title: Operations 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

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
JULY 14, 2022

Anderson-Cottonwood Irrigation District

Brenda Haynes, President

2810 Silver Street, Anderson, CA 96007

Tiger Michiels, Director

Audie Butcher, Vice President

(530) 365-7329 Fax (530) 365-7623

Ray Eliante, Director

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www.andersoncottonwoodirrigationdistrict.org

Rick Williams, Director

**MINUTES
REGULAR MONTHLY MEETING
JULY 14, 2022**

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

1. CALL TO ORDER

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

2. DISCUSSIONS

2.1 Lease or Purchase of new Office Copier

It was agreed to table the conversation until the August Board Meeting.

3. PUBLIC PARTICIPATION

Jennifer Meda would like answers from the questions she asked at the June 9th meeting. Asked who owns our water rights? Who changed water allocation to 18% and on who's authority. Requesting mediation per the contract or can the Board ask for mediation for the customers.

Steve McCarley requests for the Board meeting to be made at a later time in the evening to allow for those that work to come and have maximum public participation. Wants to know where the \$7.5 million ACID was spent. What is the best course of action for customers and can ACID's attorney fight the battle for mediation? Why was no Environmental Impact Report done?

Bill Gregory stated ACID is to deliver water not sell it. If no water, why a big payroll at the District. ACID made a big mistake not diverting water.

Laurie Shaw asked for a town hall meeting and would like to see someone from the Water Association and Bureau of Reclamation attend.

Debbie Fleur stated she has no water and has lost half her vegetable crop. Oaks losing leaves. Well has run dry as ACID feeds the aquifer. Need the Environmental Impact Report. Where did the \$7 million go?

Ed Roberts desired the groups lawyer's willingness to work with ACID and its legal team.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
JULY 14, 2022

Jennifer Doolittle showed pictures of her land and asked for help.

Tony Pochop talked in regards to no dry ditches in over 80 years. Stated in 1977 the lake was at 230-million-acre feet and received water. This year only 100 feet less, why no water?

4. CONSENT AGENDA

- 4.1 Minutes – Approved the Minutes of the Special Meeting June 13, 2022, the Minutes of the Special Meeting June 23, 2022, the Minutes of the Special Meeting June 28, 2022, and the Minutes of the Special Meeting July 5, 2022.
- 4.2 Approved Financial Status report for Year-to-Date Through June 2022.
- 4.3 Payroll: Approved Payroll Check Register for the Month of June 2022.
- 4.4 EFTPS & ACH Transactions – Approved EFTPS & ACH transactions for the Payroll Periods Ending May 31, 2022 and June 15, 2022.
- 4.5 Voided and/or missing checks for June 2022.

Vice President Butcher moved to approve the Consent Agenda; Director Michiels made the second with a 5-0 vote.

END OF CONSENT AGENDA

5. ACTION ITEMS

- 5.1 Consider approval of the Final Cash Disbursements Journal for June 2022

Director Eliante moved to approve the Cash Disbursements Journal; Vice President Butcher made the second with a 5-0 vote.

- 5.2 Consider Approval of Temporary CFO/Acting General Manager Employment Agreement with Terri White.

Director Williams moved to approve the temporary employment agreement; Director Michiels made the second with a 5-0 vote.

- 5.3 Consider Approval of Temporary Operations Manager Employment Agreement with Ben Duncan.

Director Michiels moved to approve the temporary employment agreement; Director Williams made the second with a 5-0 vote.

6. GENERAL MANAGER'S REPORT

Acting GM White gave an overview of the General Manager's Report and answered questions from the Board.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
JULY 14, 2022

It was the consensus of the Board to hold a special meeting at a later date to approve pipe purchase, bids for vegetation management, employee advertising, and NRCS projects.

7. DIRECTORS REPORTS

- President Haynes – None.
- Vice President Butcher – None.
- Director Eliante asked if valves for Cottonwood had been delivered from Briggs to which the answer was yes.
- Director Michiels enquired about Olney Creek project and stated he would like to talk with Holly Dawley.
- Director Williams has a meeting with a James Boyd regarding issues on his ditch.

President Haynes announced the closed session. The meeting was adjourned to a short recess at 2:50 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 CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. (Paragraph (1) of Subdivision (d) of Government Code Section §54956.9)

Name of Cases:

- I. PCFFA v. Raimondo (USDC E.D. Cal. Case No. 1:20-cv-00431-DAD-EPG);
- II. CNRA v. Raimondo (USDC E.D. Cal. Case No. 1:20-cv-00426-DAD-EPG) [2019 BiOps Lawsuits]

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 CONFERENCE WITH LABOR NEGOTIATOR

(GOVERNMENT CODE §54957.6(a)) District Personnel Committee in Regard to Collective Bargaining Agreement with Teamsters Local #137. District's Labor Negotiator: Board President Brenda Haynes, Board Member Ray Eliante

C.S.4 PUBLIC EMPLOYEE EMPLOYMENT AND/OR PERFORMANCE EVALUATION

(Government Code Section §54957)

Title: Operations Manager

The Board of Directors returned from Closed Session and reconvened in Open Session with Directors Haynes, Butcher, Michiels, Williams, and Eliante present at 4:38 p.m.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
JULY 14, 2022

REPORT OF CLOSED SESSION ACTIONS

President Haynes reported that the Board of Directors met in Closed Session to discuss anticipated litigation and labor negotiations. There was no other reportable action.

The Board of Directors adjourned at 4:40 p.m.

Brenda Haynes, President

DRAFT MINUTES
BOARD OF DIRECTORS SPECIAL MEETING
JULY 5, 2022

Anderson-Cottonwood Irrigation District

Brenda Haynes, President 2810 Silver Street, Anderson, CA 96007
Audie Butcher, Vice President (530) 365-7329 Fax (530) 365-7623
Terri White, CFO/Acting GM www.andersoncottonwoodirrigationdistrict.org

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

**MINUTES
SPECIAL MEETING
JULY 18, 2022**

President Haynes called the meeting to order at 1:02 p.m.

1. CALL TO ORDER

Directors present: Michiels, Haynes, Eliante, Williams
Directors absent: Butcher
Staff present: White, Loffmark

2. PUBLIC PARTICIPATION

James Rickert talked about the misinformation and questions the community has and feels this is the opportunity to get concise, correct information out. Suggested having an open forum prior to meeting. Questioned if public agencies responded to the Notice of Exemption that was filed with SEQA on April 19th and who advised the District to file it. Would like to know the plan for the \$7.5 million and a possibility of getting the public involved for projects and improvement.

3. ACTION ITEMS

3.1 Consider Approval of the Purchase of 18” and 24” Pipe

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

Director Williams moved to approve the purchase of two (2) truck loads of 18” pipe and two (2) truckloads of 24” pipe; Director Michiels made the second with a 4-0 vote.

3.2 Consider Approval of Bids for Vegetation Removal Projects

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

No action was taken.

The Board of Directors adjourned at 2:02 p.m.

Brenda Haynes, President



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

GENERAL MANAGER
JOHN S. CURREY

DATE: August 3, 2022
TO: Board of Directors
FROM: Jennifer Loffmark, Office Manager
August 11, 2022 Board Meeting:
Financial Status Report for July 2022

The year-to-date financial status report as of July 31, 2022 is submitted herewith for Board review.

SUMMARY

Total revenues: \$2,297,411 (irrigation sales, property tax, interest revenue, water transfer).

Total expenditures: \$146,585 (routine monthly expenses).

The District's total funds on deposit on July 31, 2022 were \$12,423,078.

Anderson Cottonwood Irrigation District
2022 Financial Status Report
Month Ending July 2022

Expenditures

Account Number	Budget Item	Month To Date	Year To Date	2022 Approved Budget	Percent Used	July Balance Available
Salaries & Benefits						
5010	Reg. Salaries (Admin)	\$11,823	\$117,100	\$195,311	60%	\$78,211
5012	Overtime (Admin)	\$0	\$0	\$0	0%	\$0
5014	Retirement (Admin)	\$478	\$5,813	\$14,103	41%	\$8,290
5015	Social Security (Admin)	\$716	\$9,189	\$12,109	76%	\$2,920
5016	Workers Comp. (Admin)	\$47	\$445	\$674	66%	\$229
5017	Unemployment Ins. (Admin)	\$0	\$911	\$1,302	70%	\$391
5018	Medicare (Admin)	\$167	\$1,767	\$2,833	62%	\$1,066
5019	Health Insurance (Admin)	\$1,570	\$23,063	\$37,476	62%	\$14,413
5110	Reg. Salaries (T&D)	\$29,681	\$192,805	\$397,030	49%	\$204,225
	Dam Time	\$0	\$0	\$6,060	0%	\$6,060
5111	Vehicle Allowance as Wages	\$0	\$0	\$0	0%	\$0
5112	Overtime (T&D)	\$0	\$168	\$6,000	3%	\$5,832
5114	Retirement (T&D)	\$2,258	\$13,623	\$34,528	39%	\$20,905
5115	Social Security (T&D)	\$2,154	\$14,166	\$24,616	58%	\$10,450
5116	Workers Comp. (T&D)	\$7,768	\$32,645	\$59,519	55%	\$26,874
5117	Unemployment Ins. (T&D)	\$8	\$3,292	\$4,340	76%	\$1,048
5118	Medicare (T&D)	\$269	\$2,135	\$5,757	37%	\$3,622
5119	Health Ins. (T&D)	\$8,126	\$65,762	\$158,040	42%	\$92,278
	Sub-Total	\$65,067	\$482,885	\$959,698	50%	\$476,813
Administration						
6000	Vehicle Mileage	\$0	\$0	\$28,580	0%	\$28,580
6001	Medical Exp. / Supplies	\$0	\$421	\$1,200	35%	\$779
6002	Travel / Training Expense	\$0	\$0	\$5,000	0%	\$5,000
6003	Office Supplies / Expense	\$1,428	\$8,507	\$8,200	104%	(\$307)
6004	Office Equip. & Maintenance	\$965	\$6,184	\$2,600	238%	(\$3,584)
6005	Association Dues	\$0	\$7,485	\$14,200	53%	\$6,715
6006	Public Notices	\$0	\$0	\$500	0%	\$500
6007	Election Expense	\$0	\$0	\$2,500	0%	\$2,500
6008	Legal Fees / Expense	\$2,156	\$15,388	\$14,000	110%	(\$1,388)
6009	SRSC Corporation	\$0	\$21,275	\$21,275	100%	\$0
6010	Maintenance Agreements	\$123	\$1,749	\$12,000	15%	\$10,251
6012	Vehicle Insurance	\$0	\$4,685	\$3,650	128%	(\$1,035)
6013	Management Expense Acct.	\$43	\$162	\$1,000	16%	\$838
6014	Liability Claims	\$0	\$0	\$1,000	0%	\$1,000
6015	Property / Liability Insurance	\$0	\$30,028	\$24,600	122%	(\$5,428)
6016	Permit Fees	\$0	\$7,947	\$12,000	66%	\$4,053
6017	County Taxes / Assessments	\$3,672	\$3,672	\$5,000	73%	\$1,328
6018	Consultant Services	\$0	\$0	\$10,000	0%	\$10,000
6019	Audit / Accounting Services	\$0	\$0	\$9,000	0%	\$9,000
6023	Utilities	\$1,507	\$9,617	\$18,000	53%	\$8,383
6024	Misc. Expense	\$6	\$123	\$1,000	12%	\$877
6026	District GIS	\$0	\$0	\$2,500	0%	\$2,500
6027	SGMA	\$7,573	\$7,573	\$0	0%	(\$7,573)
	Sub-Total	\$17,473	\$124,814	\$197,805	63%	\$72,991

Anderson Cottonwood Irrigation District

2022 Financial Status Report

Month Ending July 2022

Account Number	Budget Item	Month To Date	Year To Date	2022 Approved Budget	Percent Used	July Balance Available
General Maintenance						
7000	Fuels	\$3,459	\$17,526	\$23,000	76%	\$5,474
7002	Light Vehicles	\$418	\$2,557	\$4,000	64%	\$1,443
7003	Heavy Vehicles	\$22	\$3,489	\$3,000	116%	(\$489)
7004	Light Equipment	\$280	\$586	\$3,000	20%	\$2,414
7005	Heavy Equipment	\$3,761	\$7,142	\$7,000	102%	(\$142)
7008	Maintenance Supplies	\$2,238	\$15,426	\$10,000	154%	(\$5,426)
7009	Buildings / Yard Maintenance	\$177	\$497	\$2,500	20%	\$2,003
7010	Small Tools & Equipment	\$0	\$4,761	\$2,000	238%	(\$2,761)
	Sub-Total	\$10,355	\$51,984	\$54,500	95%	\$2,516
Canal Maintenance & Operations						
8000	SCADA Maintenance	\$45	\$274	\$3,000	9%	\$2,726
8001	Diversion Facilities Maint.	\$277	\$10,609	\$14,000	76%	\$3,391
8002	Contracted Services	\$0	\$23,644	\$22,000	107%	(\$1,644)
8003	Chemicals	\$0	\$0	\$2,000	0%	\$2,000
8004	Canal Maintenance & Exp.	\$43,888	\$78,422	\$50,000	157%	(\$28,422)
8005	Pump Maintenance	\$0	\$8,147	\$30,000	27%	\$21,853
8006	Utilities / Pumping	\$248	\$1,548	\$155,000	1%	\$153,452
8007	Water Purchases / CVP	\$5,000	\$1,236,376	\$324,984	380%	(\$911,392)
8008	Water Rights Protection	\$4,234	\$17,200	\$80,000	21%	\$62,800
8010	Water Transfer / Base Supply	\$765	\$17,965	\$0	0%	(\$17,965)
	Sub-Total	\$53,690	\$1,376,219	\$680,984	202%	(\$695,235)
Prepaid Expenses						

Anderson Cottonwood Irrigation District
2022 Financial Status Report
Month Ending July 2022

Balance Summary

	Month To Date	Year To Date	2022 Approved Budget	Percent Used	Balance Available
Total Expenditures	\$146,585	\$2,035,902	\$1,892,987	108%	(\$142,915)
Total Revenues	\$2,297,411	\$ 9,444,307	\$1,894,346	499%	(\$7,549,961)

Depreciable Expenses

	Month To Date	Year To Date	2022 Approved Budget	Percent Used	July Balance Available
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Capital Improvement

1112 Land	\$0	\$0	\$0	0%	\$0
1114 Pumps	\$0	\$0	\$85,000	0%	\$85,000
1116 Trans & Distribution Plant	\$0	\$0	\$15,000	0%	\$15,000
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	\$0	\$0	\$100,000	0%	\$100,000
1125 Canal Safety Project	\$0	\$0	\$0	0%	\$0
1126 Main Canal Metering	\$0	\$0	\$0	0%	\$0
1127 Main Dam Improvement	\$0	\$0	\$15,000	0%	\$15,000
1132 Fish Screens	\$0	\$0	\$0	0%	\$0
1133 Fish Ladders	\$0	\$0	\$0	0%	\$0
1134 SCADA Equipment	\$0	\$0	\$0	0%	\$0
1135 Groundwater Program	\$4,066	\$9,066	\$10,000	0%	\$934
Total	\$4,066	\$9,066	\$225,000	4%	\$215,934

Anderson Cottonwood Irrigation District
2022 Financial Status Report
Month Ending July 2022

District Funds on Deposit

L.A.I.F.	\$8,470,151				
TCB Checking	\$1,171,703				
Petty Cash	\$100				
Imprest Cash	\$200				
TCB Money Market Acct.	\$2,780,924				
Total Cash	<u>\$12,423,078</u>				

Breakdown Of Funds on Deposit

General Fund	\$11,898,718				
Equipment Reserve	\$102,744				
Cap. Improvement Fund	\$146,616				
Drainage Fund	\$25,000				
Water Rights Protection	\$250,000				
Total Cash	<u>\$12,423,078</u>				

Anderson Cottonwood Irrigation District
Payroll Register
For the Period From Jul 1, 2022 to Jul 31, 2022

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	Amount
21-15 Westlake, Emmy XXX-XX-4689 7079 7/1/22	Reg_Salaries		2,500.00	1,926.05
12 White, Teresa L. XXX-XX-9533 7080 7/1/22	Regular	31.00	1,085.00	854.81
22-03 Duncan, Benjamin XXX-XX-4453 7081 7/1/22	Reg_Salaries		454.56	414.79
21-08 Loffmark, Jennifer G. XXX-XX-5804 7082 7/1/22	Regular Vacation	67.00 21.00	1,298.46 406.98	1,445.01
20-06 Cannafax, Johnathon M. XXX-XX-1182 7083 7/1/22	Equip_Operator Sick_Leave	68.10 19.90	1,309.56 382.68	1,305.45
21-04 Reed-Powers, Alister C. XXX-XX-0669 7084 7/1/22	Ditchtender_Mai Vacation	34.25 24.00	623.35 436.80	928.52
21-11 Jensen, Jason A. XXX-XX-7425 7085 7/1/22	Equip_Operator Sick_Leave	65.75 4.00	1,264.37 76.92	798.39
21-13 Baker, Bill D. XXX-XX-4043 7086 7/1/22	Ditchtender_Mai Sick_Leave	76.75 8.00	1,396.85 145.60	1,238.18
22-01 Long, Kyle XXX-XX-1639 7087 7/1/22	Ditchtender_Mai	80.00	1,456.00	1,048.27
22-02 Pelayo, Jose XXX-XX-0347 7088 7/1/22	Ditchtender_Mai	86.00	1,565.20	1,112.71
23 Passmore, Scott C. XXX-XX-4422 7089 7/1/22	Main_Sup Vacation	80.00 8.00	1,764.80 176.48	1,461.40

Anderson Cottonwood Irrigation District
Payroll Register
For the Period From Jul 1, 2022 to Jul 31, 2022

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	Amount
33 Vega, Phillip XXX-XX-1154 7090 7/1/22	Ops_Sup Sick_Leave	62.75 25.00	1,288.89 513.50	1,517.55
21-15 Westlake, Emmy XXX-XX-4689 7091 7/1/22	PersonalLeave	56.75	1,612.27	1,395.37
12 White, Teresa L. XXX-XX-9533 7092 7/18/22	Regular	84.00	2,940.00	2,270.59
21-08 Loffmark, Jennifer G. XXX-XX-5804 7093 7/18/22	Regular Holiday_Pay	80.00 8.00	1,550.40 155.04	1,445.01
20-06 Cannafax, Johnathon M. XXX-XX-1182 7094 7/18/22	Equip_Operator Vacation Holiday_Pay	34.50 32.00 8.00	663.44 615.36 153.84	1,112.00
21-04 Reed-Powers, Alister C. XXX-XX-0669 7095 7/18/22	Dichtender_Mai Holiday Sick_Leave	54.00 8.00 7.00	982.80 145.60 127.40	1,098.44
21-09 Wilson, Kyle D. XXX-XX-2586 7096 7/18/22	Dichtender_Mai Holiday	56.00 8.00	1,019.20 145.60	955.51
21-11 Jensen, Jason A. XXX-XX-7425 7097 7/18/22	Equip_Operator Holiday Sick_Leave	63.00 8.00 12.50	1,211.49 153.84 240.38	1,028.04
21-13 Baker, Bill D. XXX-XX-4043 7098 7/18/22	Dichtender_Mai Holiday Sick_Leave	77.50 8.00 2.50	1,410.50 145.60 45.50	1,282.45
22-01 Long, Kyle XXX-XX-1639 7099 7/18/22	Dichtender_Mai Holiday Sick_Leave	32.00 8.00 48.00	582.40 145.60 873.60	1,134.20
22-02 Pelayo, Jose XXX-XX-0347 7100	Dichtender_Mai Holiday Sick_Leave	67.25 8.00 8.00	1,223.95 145.60 145.60	1,083.17

Anderson Cottonwood Irrigation District
Payroll Register

For the Period From Jul 1, 2022 to Jul 31, 2022

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	Amount
7/18/22				
23 Passmore, Scott C. XXX-XX-4422 7101	Main_Sup	74.50	1,643.47	1,461.40
	Holiday	8.00	176.48	
	SickLeave	5.50	121.33	
7/18/22				
30 Poliak, Jeff B. XXX-XX-7790 7102	Dichtender_Mai	61.50	1,157.43	1,308.22
	Holiday	8.00	150.56	
	Vacation	10.50	197.61	
7/18/22				
33 Vega, Phillip XXX-XX-1154 7103	Ops_Sup	31.00	636.74	1,521.50
	Holiday	8.00	164.32	
	Sick_Leave	27.25	559.72	
	Vacation	21.75	446.75	
7/18/22				
22-03 Duncan, Benjamin XXX-XX-4453 7104	Reg_Salaries	58.75	1,669.09	1,355.64
7/18/22				
Summary Total 7/1/22 thru 7/31/22	Reg_Salaries	58.75	4,623.65	32,502.67
	PersonallLeave	56.75	1,612.27	
	SickLeave	5.50	121.33	
	Vacation	117.25	2,279.98	
	Dichtender_Mai	625.25	11,417.68	
	Ops_Sup	93.75	1,925.63	
	Equip_Operator	231.35	4,448.86	
	Regular	262.00	6,873.86	
	Holiday	72.00	1,373.20	
	Sick_Leave	162.15	3,110.90	
	Main_Sup	154.50	3,408.27	
	Holiday_Pay	16.00	308.88	
Report Date Final Total 7/1/22 thru 7/31/22	Reg_Salaries	58.75	4,623.65	32,502.67
	PersonallLeave	56.75	1,612.27	
	SickLeave	5.50	121.33	
	Vacation	117.25	2,279.98	
	Dichtender_Mai	625.25	11,417.68	
	Ops_Sup	93.75	1,925.63	
	Equip_Operator	231.35	4,448.86	
	Regular	262.00	6,873.86	
	Holiday	72.00	1,373.20	
	Sick_Leave	162.15	3,110.90	
	Main_Sup	154.50	3,408.27	
	Holiday_Pay	16.00	308.88	

EFTPS Transactions					
Federal Payroll Taxes					
<i>Date</i>	<i>Payroll Period</i>	<i>Amount</i>		<i>Comments</i>	
7/1/2022	6/23/2022	\$760.16		EFTPS for P/R taxes	
7/1/2022	6/16/2022-6/30/2022	\$4,289.91		EFTPS for P/R taxes	
7/18/2022	7/1/2022-7/15/2022	\$4,876.69		EFTPS for P/R taxes	
State Payroll Taxes					
7/1/2022	6/23/2022	\$97.06		ACH for P/R taxes	
7/1/2022	6/16/2022-6/30/2022	\$693.68		ACH for P/R taxes	
7/18/2022	7/1/2022-7/15/2022	\$874.46		ACH for P/R taxes	
Voided and/or Missing Checks					
<i>Check #</i>	<i>Issued To:</i>	<i>Amount</i>	<i>Check Date</i>	<i>Comments</i>	<i>Date Voided</i>
6823				Voided for NRCS Project per TW	7/1/2022
6446	Grade, Lester/Grade, Sharon	\$231.76	5/10/2022	Change name on check	7/18/2022
6843	Quality Lube & Oil	\$49.54	7/18/2022	Wrong Vendor	7/20/2022

CONFLICT OF INTEREST CODE FOR ANDERSON- COTTONWOOD IRRIGATION DISTRICT

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the **Anderson-Cottonwood Irrigation District (District)**.

Individuals holding designated positions shall file their statements of economic interests with the **District** who will make the statements available for public inspection and reproduction. (Gov. Code Section 81008). Statements for all designated employees will be retained by the **District**.

**CONFLICT OF INTEREST CODE FOR ANDERSON-
COTTONWOOD IRRIGATION DISTRICT
APPENDIX A-DESIGNATED POSITIONS**

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
General Manager	1, 2
Maintenance Supervisor	2
Office Manager	2
Assistant GM/CFO	2
Operations Supervisor	2
Consultants/New Positions	**

** Consultants/new positions shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager of the District may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties, and based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200.

Members of the Board of Directors

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Section 87200.

**CONFLICT OF INTEREST CODE FOR ANDERSON-
COTTONWOOD IRRIGATION DISTRICT
APPENDIX B-DISCLOSURE CATEGORIES**

Category 1: Investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the District.


Category 2: Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the District as well as investments and business positions in business entities, and sources of income, including loans, gifts, and travel payments, from sources, that provide real estate consulting or development services of the type utilized by the District.

This is the last page of the conflict of interest code for the **Anderson-Cottonwood Irrigation District**.



CERTIFICATION OF FPPC APPROVAL

Pursuant to Government Code Section 87303, the conflict of interest code for the **Anderson-Cottonwood Irrigation District** was approved on 3/22/ 2019. This code will become effective on 4/21/ 2019.



John M. Feser, Jr.

Senior Commission Counsel

Fair Political Practices Commission

Anderson Cottonwood Irrigation District
Cash Disbursements Journal
 For the Period From Jul 1, 2022 to Jul 31, 2022

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
7/1/22	6801	2226 1308	457 Withholding Variable Annuity Life Ins. Co.	75.00	75.00
7/1/22	6802	2226 1308	IRA E. Westlake Edward Jones, FBO Emmy Westlake	525.00	525.00
7/1/22	6803	2224 2224 1308	Case 200000001648552 Case 200000001692226 California State Disbursement Unit	296.87 79.00	375.87
7/1/22	6804	8004 1308	Invoice 13387-Install pump on Venzke J & J Pumps, INC	3,966.00	3,966.00
7/1/22	6805	7008 1308	PO 1454-plumbing parts for office; PO 1475-parts for spray rig Hardware Express	103.38	103.38
7/1/22	6806	7003 7008 1308	PO 1467-hitch pin for dump truck PO 1473-2 full face respirators, cartridges, filters Fasteners INC	21.54 355.51	377.05
7/1/22	6807	5019 5119 1308	August Health Insurance (Admin) August Health Insurance N.C.G.T. Security Fund	1,570.00 8,126.00	9,696.00
7/1/22	6808	8004 8004 1308	Rental of CX80 excavator for 2/16-2/21/22 and repair of damage to broken window, no fuel Venzke Road Project 2/22-3/4/22 North Woods Excavating, Inc	2,120.39 13,383.15	15,503.54
7/1/22	6809	8004 1308	3 man dive team to inspect and clear brush 4/4/22 North State Diving, INC	5,500.00	5,500.00
7/1/22	6810	7005 1308	Worked on master cylinder for brakes on backhoe PAPE Machinery, Inc.	587.92	587.92
7/1/22	6811	8001 1308	June Charges Verizon	80.08	80.08
7/1/22	6812	8004 1308	2 - 24" SS Galvanized Distribution Gates plus freight Briggs MFG INC	756.93	756.93
7/1/22	6813	7008 1308	PO 1464-spray rig pump replacement motor; PO 1474-spray rig pump parts/filter PBM Supply	582.60	582.60
7/1/22	6814	6023 1308	June charges Charter Communications	378.24	378.24

Anderson Cottonwood Irrigation District
Cash Disbursements Journal
For the Period From Jul 1, 2022 to Jul 31, 2022

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
7/1/22	6815	7009 1308	Portable toilet service Welch Enterprises, Inc.	50.00	50.00
7/1/22	6816	8007 1308	Initial advance deposit DOI-BOR- Region: CA Great Basin	5,000.00	5,000.00
7/1/22	6817	7009 1308	New lock for office Giles Lock and Security Inc.	127.18	127.18
7/1/22	6818	8004 1308	PO 1462-rebar, plywood for Broadhurst/PO 1479-12 2x12 pressure treated for Scroggins Payless Building Supply	649.28	649.28
7/1/22	6819	8004 1308	PO 1458-3 yard road base for Broadhurst/PO 1460-1 yard concrete for Broadhurst/PO 1470-5 sack concrete for Venzke/PO 1469-1 yard concrete for Broadhurst Loucks Landscape Supply	662.81	662.81
7/1/22	6820	8004 1308	PO 1442-Weedeater repair, parts trigger handle/PO 1453-bar for polesaw Stroup's Power Equipment, INC	100.06	100.06
7/1/22	6821	5016 5116 1308	June Workers Comp (Admin) June Workers Comp (T&D) State Compensation Insurance Fund	47.14 4,621.87	4,669.01
7/1/22	6822	5014 5114 1308	June Pension (Admin) June Pension (T&D) Western Conf. Team. Pension	278.27 2,258.01	2,536.28
7/5/22	6824	6003 1308	June Postage Pitney Bowes Global Financial Services	100.00	100.00
7/5/22	6825	5116 1308	Mandatory Surcharges State Compensation Insurance Fund	3,146.35	3,146.35
7/12/22	6826	6003 6003 6010 6013 6023 6024 1135 1308	Apple, Fatcow, Mailchimp, Indeed, paper, trash bags, cleaner, lysol, fax cartridges Cash Back Reward Linxup Woody's Brewing - GM WRMS Mtg Puretalk Purchase Finance charge Groundwater Monitoring Equip Tri Counties Bank	596.21 122.50 43.32 247.20 5.85 4,065.90	238.45 4,842.53
7/12/22	6827	6003	Lease of mailstation 8/14-11/13/22	109.10	

Anderson Cottonwood Irrigation District
Cash Disbursements Journal
For the Period From Jul 1, 2022 to Jul 31, 2022

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		1308	Pitney Bowes Global Financial Services		109.10
7/12/22	6828	7004 1308	Chainsaw Repair Stroup's Power Equipment, INC	280.26	280.26
7/12/22	6829	8000 6023 8006 6023 1308	June charge Linda Ln June charges Crowley Gulch Pump June charges Supan, Perry's, Dymesich, Cottonwood June charges office/shop Pacific Gas & Electric	14.67 27.47 89.48 547.98	679.60
7/12/22	6830	8006 8000 6023 1308	June charges Sunnyhill Ln June charges S Bonnyview Rd June charges Progress Dr City Of Redding	158.07 30.00 30.00	218.07
7/18/22	6446V	1441 1308	Refund for 2022 Irrigation Season Grade, Lester S.	231.76	231.76
7/18/22	6831	6008 8008 1308	June General Attorney Charges June Water Protection Minasian, Meith, et al	2,156.00 3,491.67	5,647.67
7/18/22	6832	7002 1308	PO 1483-2 chains, 2 binders, hooks for Gator Harbor Freight Tools USA, Inc.	143.68	143.68
7/18/22	6833	7000 1308	June fuel charges Flyers Energy, LLC	3,459.32	3,459.32
7/18/22	6834	7008 1308	PO 1471-Handle for pick Valley Ace Hardware	69.70	69.70
7/18/22	6835	8008 8008 1308	June NRDC charges June 2019 PCFFA Lit-ACID charges Somach Simmons & Dunn	156.80 542.25	699.05
7/18/22	6836	6027 1308	EAGSA Annual Reports Share City Of Redding	7,572.58	7,572.58
7/18/22	6837	7002 1308	PO 1493-Oil change Truck 05; PO 1504-Oil change Truck 02 Premier Oil Change	253.89	253.89
7/18/22	6838	6003 1308	BVWD Public Notice of Water Transfer Record Searchlight	295.80	295.80
7/18/22	6839	8001 1308	June Quartz Hill Rd Charges City Of Redding	196.68	196.68
7/18/22	6840	7008 1308	PO 1488-Pounder; PO 1496-extra shop key; PO 1500-5 boxes 8 mil nitrile gloves for mortar Hardware Express	203.57	203.57

Anderson Cottonwood Irrigation District
Cash Disbursements Journal
For the Period From Jul 1, 2022 to Jul 31, 2022

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
7/18/22	6841	7008	PO 1491-3/8-16 bolts; PO 1497-Rotohammer, Dewalt tool kit, battery; PO 1494-1/2" metal drill bit	923.40	
		1308	Fasteners INC		923.40
7/18/22	6842	8004	PO 1490- 1 12ft 2x12 pressure treated, 3 8ft 2x12's pressure treated	191.83	
		1308	Payless Building Supply		191.83
7/18/22	6843	7004	PO 1502-2 chains for polesaw	49.54	
		1308	Quality Lube & Oil		49.54
7/18/22	6844	8004	PO 1477-yard of concrete for pick-up ditch; PO 1485-12 large tyvek suits and 4 XL tyvek suites	295.41	
		1308	Loucks Landscape Supply		295.41
7/18/22	6845	6004	Managed Service Plan	675.00	
		6004	Billable services for 6/1-6/3	290.00	
		1308	Obsidian IT		965.00
7/18/22	6846	8004	PO 1459-Variou galvanized Waterman screwgates	10,880.64	
		1308	Briggs MFG INC		10,880.64
7/18/22	6847	6003	June copier charges	372.53	
		1308	Carrel's Office Machines		372.53
7/18/22	6848	8004	PO 1486-corner posts, 2 rails, parts, fencing cement for Barney St; PO 1487-fencing	213.51	
		1308	Anderson Farm & Yard		213.51
7/18/22	6849	8008	May General Consulting Services	43.00	
		8010	May 2021 Water Transfer	505.00	
		8010	May 2022 Water Transfer	260.00	
		1308	MBK Engineers		808.00
7/18/22	6850	7002	Flat tire repair for Gator	20.00	
		1308	Les Schwab Tires		20.00
7/18/22	6851	7005	PO 1414-Repair of Kobata glass door	3,173.46	
		1308	Nor Cal Rentals		3,173.46
7/18/22	6852	6023	June charges	276.60	
		8004	PO 1461-dump run for canal trash; PO 1466-Barney St clean-up; PO 1472-Barney St clean-up	4,975.50	
		1308	Waste Management		5,252.10
7/18/22	6853	6003	PO 1389-Reprint of Purchase Orders (1000)	193.05	
		1308	Harvest Printing		193.05
7/18/22	6854	8004	PO 1468-Rental of concrete vibrating tool for	192.20	

Anderson Cottonwood Irrigation District
Cash Disbursements Journal
 For the Period From Jul 1, 2022 to Jul 31, 2022

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		1308	Broadhurst; PO 1476-Rental of concrete vibrating tool for pick-up ditch and releaser Liddell Construction Supply		192.20
7/18/22	6855	6017	Portion of operational costs	3,671.72	
		1308	Shasta LAFCO		3,671.72
7/18/22	6856	2226 1308	457 Account S. Passmore Variable Annuity Life Ins. Co.	75.00	75.00
7/18/22	6857	2224 2224 1308	Case 200000001648552 Case 200000001692226 California State Disbursement Unit	296.87 79.00	375.87
7/18/22	6858	1441 1308	Refund for 2022 Irrigation Season Grade, Sharon	231.76	231.76
7/20/22	6843V	7004 1308	PO 1502-2 chains for polesaw Quality Lube & Oil	49.54	49.54
	Total			<u>108,624.85</u>	<u>108,624.85</u>

PURCHASE ORDER LOG FOR JUNE 2022

Date	PO#	Vendor	Description	Employee	Check #
8-Apr	1389	Harvest Printing	1000 reprint purchase order forms	JL	6853
29-Apr	1414	NorCal	Left door of Kubota	SP	6851
18-May	1442	Stroups	Weedeater repair - trigger handle	SP	6820
1-Jun	1453	Stroups	Bar for polesaw	PV	6820
3-Jun	1454	ACE	Plumbing parts	JL	6805
13-Jun	1458	Loucks	Gravel for Broadhurst	SP	6819
			126" x 21" screwgate/4'x24" screwgate/7'x24" screwgate/6'x18" screwgate/6'x20" screwgate/6'x12" screwgate/9'x24" screwgate		
13-Jun	1459	Briggs	screwgate/6'x12" screwgate/9'x24" screwgate	EW	6846
14-Jun	1460	Loucks	1 yard concrete for Broadhurst	JC	6819
14-Jun	1461	Waste Managemen	dump load from canal maintenance	EW	6852
16-Jun	1462	Payless	10 pieces of rebar for Broadhurst	PV	6818
16-Jun	1464	PBM	Replacement motor for spray rig	SP	6813
20-Jun	1466	Waste Managemen	Barney Street clean-up	EW	6852
20-Jun	1467	Shasta Fasteners	7/8 x 6 1/4 Hitch Pin for Dump Truck Tailgate	EW	6806
21-Jun	1468	Liddell	Concrete vibrator tool rental	SP	8004
21-Jun	1469	Loucks	5 sack concrete for Broadhurst	SP	6819
23-Jun	1470	Loucks	1/2 yard concrete for p/up ditch on Venzke	SP	6819
27-Jun	1471	ACE	Handle for pick	PV	6834
27-Jun	1472	Waste Managemen	Debris removal Barney Street	SP	6852
27-Jun	1473	Shasta Fasteners	Full face respirators/cartridge - 2	PV	6806
28-Jun	1474	PBM	Spray rig pump/parts/filter	PV	6813
28-Jun	1475	ACE	Chain bucket/2 binders	TW	6805
28-Jun	1476	Liddells	Concrete vibrator tool rental for Pick-up ditch	TW	6854
28-Jun	1477	Loucks	Yard concrete for pick-up ditch	TW	6844
30-Jun	1479	Payless	2 2x6' pressure treated wood for Scroggins	SP	6818

PURCHASE ORDER LOG FOR JULY 2022

Date	PO#	Vendor	Description	Employee	Check #
5-Jul	1483	Harbor Freight	2 chains/2 binders for gator	SP	6832
8-Jul	1484	Rental Guys	Not Used	SP	
8-Jul	1485	Loucks	12 Large Tybex suits/4 XL Tybex Corner posts, 2 rails, parts, fencing cement for	SP	6844
8-Jul	1486	Anderson Farm Sup	Barney St	SP	6848
11-Jul	1487	Anderson Farm Sup	Fencing for Barney St	BD	3515
11-Jul	1488	ACE	Drive post 1 12 ft pressure treated 2x12/2 8 ft pressure	SP	6840
12-Jul	1490	Payless Lumber	treated 2x12 for Thomas St Weir Structure	SP	6842
12-Jul	1491	Shasta Fasteners	3"-4" bolts for Thomas St Weir Structure	SP	6841
12-Jul	1492	Harbor Freight	Not Used	BD	
13-Jul	1494	Shasta Fasteners	1/2" metal drill bit	BD	6841
13-Jul	1496	ACE	Extra shop keys	BD	6840
13-Jul	1497	Shasta Fasteners	Rotohammer, Dewalt Tool Kit, Battery	BD	6841
14-Jul	1500	ACE	5 boxes 8 mil Nitrile gloves	BD	6840
14-Jul	1502	Quality Saw	2 polesaw chains	BD	6843
15-Jul	1504	Premier Oil	Truck 02 oil change	SP	6837

Anderson-Cottonwood Irrigation District

TO: ACID Directors

FROM: Staff

Agenda Item No. 6.2

Meeting Date: 08/11/2022

DATE: August 5, 2022

SUBJECT: Consider Approval of Hiring Duane K. Miller Engineer Inc. (now owned by Horrocks) for Hydrology and Plan Check of Quick Quack Car Wash Project on McMurray Drive in Anderson and ACID Lateral 21

Background:

AMS Associates, Inc. is in charge of planning of a new project on McMurray Drive in Anderson. The request is to tie into Lateral 21 for drainage.

Recommendation:

Approval to move forward with hiring Duane K. Miller Engineer Inc.

Anderson-Cottonwood Irrigation District

TO: ACID Directors

Agenda Item No. 7.0

FROM: Terri White

Meeting Date: 08/11/2022

DATE: August 5, 2022

SUBJECT: Management's Monthly Status Report

Drought Operations and Transfers:

- Water Availability – There has been no changes to the allocation which remains at 18%
- Transfers – agreements have been executed for all of the 18% and all payments received

Irrigation and Maintenance Activities:

- Maintenance activities for July 1 – July 31 (see attached)
- Backhoe dragline yard and remove debris, set-up fencing on Barney St.
- Removed trees and debris and chipped brush – Main Canal from Anderson to Redding; Spring Gulch Rd North; Thomas St.; Overland and South to Hill St.; Greengate in Cottonwood; in front of gate on Lateral 3 in Redding; Hillside ditch in Churn Creek; Main Canal off Radio Lane; Main Canal at Clear Creek and Olney Creek
- Structure Maintenance – Built lid for Bill Ln in Churn Creek
- Structure Maintenance – Stripped forms and pulled boards on Pick-Up Fitch on Venzke
- Structure Maintenance – Built forms and poured concrete at Spring Gulch Flume
- Structure Maintenance – Mortared rims in at Evergreen MC Spill, Kimberly and Locust, Pick-Up Ditch in Cottonwood, Churn Creek and West Niles
- Structure Maintenance – Mortared and installed steel gate on Twin Oaks
- Structure Maintenance – Valve work on West Niles in Churn Creek
- Structure Maintenance – Frame headwall on Lateral 37
- Structure Maintenance – Poured forms on Lateral 35
- Structure Maintenance – Marked pipe in Main Canal at Rhonda Rd for new screw valve
- Spraying in Churn Creek area
 - Hillside Ditch Churn Creek
 - Smith Rd North of Ferry St
 - Sequoia school and Ellis St to Wyndham Lane and Sharon Ave
 - Rhonda Rd to I-5 to Crowley Gulch
 - Lateral 2 pumphouse to Wyndham Siphon
 - Radio Ln to Eastside Rd to County Hospital to Wyndham
 - Cedars Rd to Acorn Ln to Westside Rd
 - Barney St to Locust
 - North on Clear Creek

Office Operations:

- Processed incoming water transfer payments
- Continuous customer service
- Payroll, expenses, and daily operations of the business

CFO/Acting GM Activities:

- Work on 2021 Audit
- Emails, phone calls, texts

- Workers Comp Related phone calls
- Worked with IT to set-up remote access
- Worked with Operations Manager regarding bids for projects

Operations Manager Activities:

- Work on GSAs
- Worked on project job descriptions for bidding opportunity
- Bidding opportunity tour
- Mapping for projects
- Emails, phone calls, texts

Staffing:

- Maintenance Staffing level as of 8/1/2022 is 5 active employees.
 - One out on Medical
 - One out with Covid
 - Reached out to O2 Staffing and Spherion in regards to temporary employment opportunities

Planning:

- Clean Main Canal from Locust Street to Jim Dandy Lane in Cottonwood
- Clean out Perry's Pond in Anderson
- Replacement of 776 ft of 24" pipeline on Adobe Rd in Cottonwood
- Pipe Gravel Plant Rd to West Niles Rd with 1480 ft of 18" pipeline in Churn Creek
- Vegetation Management from South St. to Third St. on Main Canal in Anderson

Attachments:

- 1) Maintenance Activities July 1-30