

FINAL AGENDA
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
APRIL 08, 2021

<i>Brenda Haynes, President</i>	Anderson-Cottonwood Irrigation District 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
APRIL 08, 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

**Submission of Public Comments:
For those wishing to make public comments at the Board Meeting,
please submit your comments by email to be read aloud at the meeting
by the General Manager, John S. Currey.
Email comments to General Manager at GM@acidistrict.org**

**Pursuant to Executive Order N-29-20
Directors, staff, and the public may participate remotely by calling:**

**1-425-436-6368
Access Code: 2331616**

- 1. CALL TO ORDER**
- 2. PRESENTATIONS**
- 3. DISCUSSION ITEMS**
- 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. 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.

FINAL AGENDA
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
APRIL 08, 2021

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 March 11, 2021
- 5.2 Financial Status Report for Year-to-Date Through March 2021
- 5.3 Payroll: Approve Payroll Check Register for the Month of March 2021
- 5.4 EFTPS & ACH Transactions – Approve EFTPS & ACH transactions for the Payroll Periods Ending February 28, 2021 and March 15, 2021
- 5.5 Voided and/or missing checks for March 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 March 1, 2021 to March 31, 2021

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 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 2021 Water Transfer with buyer located South of the Delta

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 the terms and conditions of a potential amendment to the current long-term water transfer with Bella Vista Water District

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C.S.3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code Section §54957)
Title: General Manager Evaluation

9. ADJOURNMENT

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
MARCH 11, 2021

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

John Currey, General Manager

www.andersoncottonwoodirrigationdistrict.org

Rick Williams, Director

**MINUTES
REGULAR MONTHLY MEETING
MARCH 11, 2021**

President Haynes called the meeting to order at 2:00 pm

1. CALL TO ORDER

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

2. PRESENTATIONS

Received presentation from the General Manager regarding GIS Mapping and Ditchtender Training. Showed board members the in-house version of GIS Map that added the newly annexed Moore property. Dichtenders will have access to phones next week that this information will be accessible on. The information they will have access to on this new map are parcel numbers, wells, private ditches, homes, arial views, and more. A draft layer of paid parcels will be implemented sometime mid-April. Having access to this information allows much more accessibility for employees as well as building better customer communication relationships. In the future, we hope to implement a Dichtender service area on the map.

Director Eliante asked if the arial view was in real time which was responded by Currey with this view being taken sometime mid-summer 2020.

Currey stated he is working with Passmore on building a schedule for gate openings in order to anticipate a total use of water on all laterals.

Technical demonstration will be held in May on a possible new integrated Dichtender and administrative system.

Currey showed that the District is following average diversion from 2014 and 2015 to lay out a plan for water delivery as well as showing a Total Diversion Chart that adds in Churn Creek.

President Haynes stated she has been receiving a lot of feedback from customers in her area that would like to see the delivery date of water earlier in April so those in the lower end can receive water at a reasonable time.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
MARCH 11, 2021

3. DISCUSSION ITEMS - NONE

4. PUBLIC PARTICIPATION

Jim Palmer spoke in regards to a small pipe along railroad tracks at Ox Yoke and can no longer water lawn and garden. Believes District has cut water. Would like to add a pump and run a ½” water hose to run water to his lawn and garden.

President Haynes asked for Mr. Palmer’s number and assured him that Currey will be calling in regards to his concerns.

5. CONSENT AGENDA

5.1 Minutes – Approve the Minutes of the regular meeting February 11, 2021

5.2 Minutes – Approve the Minutes of the special meeting February 24, 2021

5.3 Financial Status report for Year-to-Date Through February 2021

5.4 Payroll: Approve Payroll Check Register for the Month of February 2021

5.5 EFTPS & ACH Transactions – Approve EFTPS & ACH transactions for the Payroll Periods Ending January 31, 2021 and February 15, 2021

5.6 Voided and/or missing checks for February

Director Bucher moved to approve the Consent Agenda as submitted, Director Williams made the second with a 5-0 vote.

END OF CONSENT AGENDA

5.7 Items (IF ANY) Removed from the Consent Agenda – Pulled items 5.1, 5.2, and 5.3 for grammatical amendments and questions.

Director Eliante moved to approve the removed items as corrected, Director Michiels made the second with a 5-0 vote.

6. ACTION ITEMS

6.1 Consider approval of the Final Cash Disbursements Journal for February 1, 2021 to February 28, 2021.

Director Eliante questioned why power bill was so high for the admin building with Currey stating he will review the PG&E bill to answer that question.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
MARCH 11, 2021

President Haynes questioned Check 5042, Check 5048, and Check 5049 with Passmore and Currey explaining.

Director Michiels moved to approve the Cash Disbursements Journal as submitted, Director Williams made the second with a 5-0 vote.

- 6.2** Receive staff report and provide input regarding the Shasta Critical designation and irrigation season start up.

Currey summed up the previous presentation and the possibility of moving water earlier in April.

President Haynes asked which days staff would be starting working on dam and that to minimize injury, should staff start a few days before the weekend, rest, then start again on Monday. Currey assured that six days is the best time and eight is a common time to complete this project.

Ditchtenders have been working diligently during the maintenance season with dam installation starting March 22nd. April 1st will start the maintenance and prep of the canal. Currey described which ditches and canals are currently being worked on before March 22nd.

Currey addressed the concern of President Haynes regarding water from the canal not discharging to those at the South end until 14 days later. Passmore stated when water is released for the season it is run from South to North to prevent those delays.

President Haynes asked if the middle pump was back in place with Currey responding that it was not. Divers have been in to clean screens as well as debris. All materials have been ordered for the Barney Street Well for start of service May 1st.

Currey is hoping for a April 10th start to fill the canal and an email for all customer will be going out on Friday, March 12th, regarding this information.

- 6.3** Review and consider approving tree removal proposals for Churn Creek pumping station.

Currey expressed that as directed by the board, he contacted more tree providers and that all had a consistent set of instructions.

Director Eliante wanted to ensure that verification of insurance will take place. Currey will assure that once the board has decided on whom they would like to procure for the project, verification of insurance will take place.

President Haynes asked if the trees in the area of question belong to the District. Per Currey, the trees do belong to the District as the property line runs from the base of the hill to the river.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
MARCH 11, 2021

Director Eliante moved to approve Arden's Tree Service as submitted, Vice President Butcher made the second with a 5-0 vote.

- 6.4 Receive update on the WaterSMART Grant: Small-Scale Water Efficiency Projects application and consider providing direction to staff.

Currey has not been able to get comparable information to make a determination on to which SCADA upgrade to include in the grant. He would like to defer until he is able to get the information needed to make a decision.

The SCADA system is functioning and serving the purpose the District needs at this time.

March 18th is deadline, but would like to push out until the next grant cycle.

Board members are in agreement with Currey's recommendation.

7. **GENERAL MANAGER'S REPORT**

Currey discussed his weekly meetings with GIS.

Currey stated he is always looking for future capital improvements. One company has been in contact that have clients who are looking for water efficiency projects.

Currey provided an update on employment of a new Office Manager as well as interviewing the last Ditchtender that is needed to complete the crew. He has passed a drug test and is awaiting background.

Currey discussed the schedule of water from MBK to help the Bureau to better project flow of water.

Currey stated we received an insurance payment for the repair of the head wall that is in progress.

Currey stated that as of today the crew has installed 4200 feet of pipe and that 600 feet of new pipe and 80 feet of recycled pipe are currently in the yard. The remaining pipe will be used on Lateral 41.4 in Cottonwood.

Currey discussed SAK Video will be at Lateral 21 and Anderson Flume next week and will be at other district sites in the future.

Currey provided an update on projects around the District which included the City of Redding being issued a temporary de-watering permit for an exploratory investigation for a new Sacramento River division. CALTRANS will be working the South Bonneyview overpass and staff will be periodically checking the pipe that runs under the freeway in regards to potential impact. City of Anderson is working on an infill project close to Lateral 21 and staff will be checking on the possible impact of that as well throughout that project.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
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8. DIRECTORS REPORTS

- For future years, ensure water applications are mailed directly to Director Michiels.

President Haynes announced the closed session. The meeting was adjourned to a short recess at 3:19 pm

CLOSED SESSION

C.S.1 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 2021 Water Transfer with buyer located south of the Delta

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 the terms and conditions of a potential amendment to the current long-term water transfer with Bella Vista Water

C.S.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code Section §54957)

Title: General Manager Evaluation

C.S.4 PUBLIC EMPLOYMENT: GENERAL MANAGER

(Government Code Section §54957)

The board reported that no action was taken on C.S.3 in closed session.

President Haynes reconvened open session at 4:13 pm.

Direction given on C.S.1 and C.S.2 with no action taken.

C.S.1 CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Government Code section §54956.8) – Direction given with no action taken.

C.S.2 CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Government Code section §54956.8) – Direction given with no action taken.

C.S.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code Section §54957) – No action taken in closed session.

DRAFT MINUTES
BOARD OF DIRECTORS REGULAR MONTHLY MEETING
MARCH 11, 2021

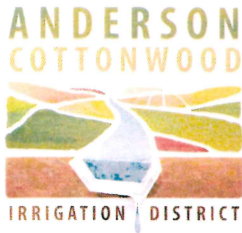
C.S.4 PUBLIC EMPLOYMENT: GENERAL MANAGER
(Government Code Section §54957)

Director Williams motioned to match the GM contributions to a simple IRA retirement up to 3% of GM salary starting April 1st, Vice President Butcher made the second with a 5-0 vote.

1. **ADJOURNMENT** The meeting was adjourned at 4:19 pm

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: April 1, 2021
TO: Board of Directors
FROM: Terri White, Chief Financial Officer / Assistant GM
 April 8, 2021 Board Meeting:
 Financial Status Report for March 2021

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

SUMMARY

Total revenues: \$423,254 (irrigation sales, property tax, interest revenue, water transfer)

Total expenditures: \$327,257 (routine monthly expenses).

The District's total funds on deposit on March 31, 2021 were \$3,799,298.

Anderson Cottonwood Irrigation District
2021 Financial Status Report
Month Ending March 2021

Revenues

Account Number	Budget Item	Year To Date	2021 Approved Budget	Percent Used	Balance Available
General					
4111	Water Sales / Prior Year	\$0	\$0	0%	\$0
4112	Water Sales / Business	\$0	\$8,500	0%	\$8,500
4114	Water Sales / Irrigation	\$395,698	\$728,000	54%	\$332,302
4115	Water Transfer / CVP	\$0	\$423,220	0%	\$423,220
4117	Water Transfer / Base Supply	\$0	\$0	0%	\$0
4934	Penalty Revenue	\$0	\$2,000	0%	\$2,000
4971	Sale of Equipment	\$0	\$0	0%	\$0
4980	Misc. Revenue	\$13,940	\$0	0%	(\$13,940)
4984	Drainage Revenue	\$0	\$86,078	0%	\$86,078
4991	Contract/Project Income	\$0	\$0.00	0%	\$0
	Sub-Total	\$409,638	\$1,247,798	33%	\$838,160
Property Tax & Interest					
4920	Interest Revenue	\$13,537	\$15,000	90%	\$1,463
4930	Prop. Taxes / Shasta	\$79	\$494,000	0%	\$493,921
4931	Prop. Taxes / Tehama	\$0	\$42,500	0%	\$42,500
	Sub-Total	\$13,616	\$551,500	2%	\$537,884
	Total Revenues	\$423,254	\$1,799,298	24%	\$1,376,044
Receivables					
1441	Water Sales Receivable	\$73,553	\$0	0%	(\$73,553)

Anderson Cottonwood Irrigation District
2021 Financial Status Report
Month Ending March 2021

Expenditures

Account Number	Budget Item	Year To Date	2021 Approved Budget	Percent Used	Balance Available
Salaries & Benefits					
5010	Reg. Salaries (Admin)	\$50,731	\$198,350	26%	\$147,619
5012	Overtime (Admin)	\$0	\$0	0%	\$0
5014	Retirement (Admin)	\$1,063	\$6,906	15%	\$5,843
5015	Social Security (Admin)	\$3,017	\$12,120	25%	\$9,103
5016	Workers Comp. (Admin)	\$167	\$760	22%	\$593
5017	Unemployment Ins. (Admin)	\$1,302	\$1,302	100%	\$0
5018	Medicare (Admin)	\$706	\$2,836	25%	\$2,130
5019	Health Insurance (Admin)	\$14,507	\$47,076	31%	\$32,569
5110	Reg. Salaries (T&D)	\$58,600	\$307,800	19%	\$249,200
5111	Vehicle Allowance as Wages	\$0	\$28,580	0%	\$28,580
5112	Overtime (T&D)	\$270	\$6,000	5%	\$5,730
5114	Retirement (T&D)	\$3,418	\$27,623	12%	\$24,205
5115	Social Security (T&D)	\$3,650	\$20,857	18%	\$17,207
5116	Workers Comp. (T&D)	\$9,994	\$52,181	19%	\$42,187
5117	Unemployment Ins. (T&D)	\$2,961	\$3,472	85%	\$511
5118	Medicare (T&D)	\$854	\$4,877	18%	\$4,023
5119	Health Ins. (T&D)	\$27,396	\$130,668	21%	\$103,272
	Sub-Total	\$178,636	\$851,408	21%	\$672,772
Administration					
6001	Medical Exp. / Supplies	\$779	\$1,200	65%	\$421
6002	Travel / Training Expense	\$900	\$5,000	18%	\$4,100
6003	Office Supplies / Expense	\$2,062	\$8,200	25%	\$6,138
6004	Office Equip. & Maintenance	\$0	\$2,600	0%	\$2,600
6005	Association Dues	\$6,986	\$14,200	49%	\$7,214
6006	Public Notices	\$0	\$500	0%	\$500
6007	Election Expense	\$47	\$0	0%	(\$47)
6008	Legal Fees / Expense	\$6,808	\$14,000	49%	\$7,192
6009	SRSC Corporation	\$21,275	\$21,275	100%	\$0
6010	Maintenance Agreements	\$3,235	\$12,000	27%	\$8,765
6012	Vehicle Insurance	\$3,647	\$3,500	104%	(\$147)
6013	Management Expense Acct.	\$0	\$1,000	0%	\$1,000
6014	Liability Claims	\$0	\$1,000	0%	\$1,000
6015	Property / Liability Insurance	\$24,535	\$22,000	112%	(\$2,535)
6016	Permit Fees	\$0	\$12,000	0%	\$12,000
6017	County Taxes / Assessments	\$0	\$5,000	0%	\$5,000
6018	Consultant Services	\$0	\$10,000	0%	\$10,000
6019	Audit / Accounting Services	\$0	\$8,250	0%	\$8,250
6023	Utilities	\$3,684	\$15,000	25%	\$11,316
6024	Misc. Expense	\$0	\$1,000	0%	\$1,000
6026	District GIS	\$0	\$2,500	0%	\$2,500
6027	SGMA	\$0	\$0	0%	\$0
	Sub-Total	\$73,958	\$160,225	46%	\$86,267

Anderson Cottonwood Irrigation District
2021 Financial Status Report
Month Ending March 2021

Account Number	Budget Item	Year To Date	2021 Approved Budget	Percent Used	Balance Available
General Maintenance					
7000	Fuels	\$2,097	\$23,000	9%	\$20,903
7002	Light Vehicles	\$199	\$4,000	5%	\$3,801
7003	Heavy Vehicles	\$0	\$3,000	0%	\$3,000
7004	Light Equipment	\$147	\$3,000	5%	\$2,853
7005	Heavy Equipment	\$935	\$7,000	13%	\$6,065
7008	Maintenance Supplies	\$3,058	\$10,000	31%	\$6,942
7009	Buildings / Yard Maintenance	\$0	\$2,500	0%	\$2,500
7010	Small Tools & Equipment	\$0	\$2,000	0%	\$2,000
	Sub-Total	\$6,436	\$54,500	12%	\$48,064
Canal Maintenance & Operations					
8000	SCADA Maintenance	\$77	\$3,000	3%	\$2,923
8001	Diversion Facilities Maint.	\$12,415	\$14,000	89%	\$1,585
8002	Contracted Services	\$0	\$19,000	0%	\$19,000
8003	Chemicals	\$300	\$13,000	2%	\$12,700
8004	Canal Maintenance & Exp.	\$7,503	\$50,000	15%	\$42,497
8005	Pump Maintenance	\$0	\$30,000	0%	\$30,000
8006	Utilities / Pumping	\$659	\$134,000	0%	\$133,341
8007	Water Purchases / CVP	\$40,301	\$223,000	18%	\$182,699
8008	Water Rights Protection	\$2,670	\$80,000	3%	\$77,330
8010	Water Transfer / Base Supply	\$4,302	\$0	0%	(\$4,302)
	Sub-Total	\$68,227	\$566,000	12%	\$497,773
Prepaid Expenses					

Anderson Cottonwood Irrigation District
2021 Financial Status Report
Month Ending March 2021

Balance Summary

	Year To Date	2021 Approved Budget	Percent Used	Balance Available
Total Expenditures	\$327,257	\$1,632,133	20%	\$1,304,876
Total Revenue	\$423,254	\$1,799,298	24%	\$1,376,044

Depreciable Expenses

	Year To Date	2021 Approved Budget	Percent Used	Balance Available

Capital Improvement

1112	Land	\$0	\$0	0%	\$0
1114	Pumps	\$0	\$65,000	0%	\$65,000
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	\$30,061	\$100,000	30%	\$69,939
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
	Total	\$30,061	\$165,000	18%	\$134,939

Anderson Cottonwood Irrigation District
2021 Financial Status Report
Month Ending March 2021

District Funds on Deposit

L.A.I.F.	\$3,149,111			
TCB Checking	\$419,230			
Petty Cash	\$100			
Imprest Cash	\$200			
TCB Money Market Acct.	\$230,657			
Total Cash	<u>\$3,799,298</u>			

Breakdown Of Funds on Deposit

General Fund	\$3,288,052			
Equipment Reserve	\$102,743			
Cap. Improvement Fund	\$134,939			
Drainage Fund	\$25,000			
Water Rights Protection	\$248,564			
Total Cash	<u>\$3,799,298</u>			

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

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Pay Amt
12 White, Teresa L. 6665 3/1/21	Regular SickLeave Office_Clea	70.75 1.25 2.50	2,006.47 35.45 106.35
19-05 Bankson, Robin L. 6666 3/1/21	Regular SickLeave	64.00 8.00	1,216.00 152.00
20-01 Currey, John S. 6667 3/1/21	Reg_Salarie		3,958.33
20-06 Cannafax, Johnathon M. 6668 3/1/21	Equip_Oper	72.00	1,290.96
21-02 Dannecker, Benjamin A. 6671 3/1/21	Ditchtender	72.00	1,216.80
23 Passmore, Scott C. 6672 3/1/21	Main_Sup Overtime Sick_Leave	70.00 0.50 2.00	1,514.10 16.23 43.26
20-07 Vega, Phillip M. 6673 3/1/21	Ditchtender Sick_Leave	64.00 8.00	1,081.60 135.20
30 Poliak, Jeff B. 6674 3/1/21	Ditchtender Sick_Leave	60.50 11.50	1,022.45 194.35
33 Vega, Phillip 6675 3/1/21	DT_Maint I Vacation	71.00 1.00	1,243.92 17.52
21-01 Cox, Levi P.	Ditchtender	72.00	1,216.80

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

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Pay Amt
6677 3/1/21			
12 White, Teresa L. 6678 3/16/21	Regular SickLeave Office_Clea	75.00 13.00 2.50	2,127.00 368.68 106.35
19-05 Bankson, Robin L. 6679 3/16/21	Regular Vacation	87.89 23.20	1,669.91 440.80
20-01 Currey, John S. 6688 3/16/21	Reg_Salarie		3,958.33
20-06 Cannafax, Johnathon M. 6689 3/16/21	Equip_Oper	88.00	1,577.84
21-01 Cox, Levi P. 6696 3/16/21	Ditchtender	87.50	1,478.75
21-02 Dannecker, Benjamin A. 6697 3/16/21	Ditchtender Overtime	88.00 0.25	1,487.20 6.34
23 Passmore, Scott C. 6698 3/16/21	Main_Sup Overtime	88.00 1.50	1,903.44 48.68
30 Poliak, Jeff B. 6699 3/16/21	Ditchtender Overtime	88.00 0.75	1,487.20 19.01
33 Vega, Phillip 6700 3/16/21	DT_Maint I	88.00	1,541.76

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

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Pay Amt
20-07 Vega, Phillip M. 6701 3/16/21	Ditchtender Overtime	88.00 0.75	1,487.20 19.01
Summary Total 3/1/21 thru 3/31/21	Reg_Salarie SickLeave Vacation Overtime Ditchtender DT_Maint I Equip_Oper Regular Office_Clea Sick_Leave Main_Sup	22.25 24.20 3.75 620.00 159.00 160.00 297.64 5.00 21.50 158.00	7,916.66 556.13 458.32 109.27 10,478.00 2,785.68 2,868.80 7,019.38 212.70 372.81 3,417.54
Report Date Final Total 3/1/21 thru 3/31/21	Reg_Salarie SickLeave Vacation Overtime Ditchtender DT_Maint I Equip_Oper Regular Office_Clea Sick_Leave Main_Sup	22.25 24.20 3.75 620.00 159.00 160.00 297.64 5.00 21.50 158.00	7,916.66 556.13 458.32 109.27 10,478.00 2,785.68 2,868.80 7,019.38 212.70 372.81 3,417.54

EFTPS Transactions					
Federal Payroll Taxes					
<i>Date</i>	<i>Payroll Period</i>	<i>Amount</i>	<i>Comments</i>		
3/1/2021	2/16/21 - 2/28/21	\$3,774.46	EFTPS for P/R taxes		
3/16/2021	3/1/21 - 3/15/21	\$4,094.89	EFTPS for P/R taxes		
State Payroll Taxes					
3/1/2021	2/16/21 - 2/28/21	\$866.74	ACH for P/R taxes		
3/16/2021	3/1/21 - 3/15/21	\$709.08	ACH for P/R taxes		
California Department of Tax and Fee Administration					
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>
6069 - 6070					
6076	all payroll checks were messed up by TW or the printer, voided, looked at and accounted for by GM				3/16/2021
6680-6087					
6690-6695					
5057	DOI-BOR	\$3,000.00	3/2/21	no longer needed for Fed Review	3/29/21

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

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
3/1/21	5056	2226 1308	457 W/H for 3/1/2021 payroll Variable Annuity Life Ins. Co.	75.00	75.00
3/2/21	5057	8007 1308	2021 Federal Review Amendment WTA 08-01 DOI-BOR	3,000.00	3,000.00
3/4/21	5058	8001 1308	parts and material for dam West Marine	2,200.54	2,200.54
3/8/21	5059	6003 1308	monthly copies for office Carrel's Office Machines	173.28	173.28
3/8/21	5060	6023 1308	monthly telephone and Internet Service Spectrum Business	376.28	376.28
3/8/21	5061	7008 1308	misc supplies for Lat 23 Fasteners INC	170.60	170.60
3/8/21	5062	8004 1308	gaskets for pipe repairs Ferguson Enterprises INC	554.50	554.50
3/8/21	5063	7008 1308	30" magnetic sweeper wheels Harbor Freight Tools USA, Inc.	42.89	42.89
3/8/21	5064	8004 1308	concrete for Lat 21, Lat 33, Lat 37 Loucks Landscape Supply	1,158.30	1,158.30
3/8/21	5065	8010 8010 1308	2020 water transfer 2021 water transfer MBK Engineers	220.00 1,487.50	1,707.50
3/8/21	5066	6003 1308	drinking water for office Mt. Shasta Spring Water	8.10	8.10
3/8/21	5067	6003 1308	folders, clips, mouse pad, wireless mouse Office Depot Business Credit	83.08	83.08
3/8/21	5068	6023 8006 8006 8006 8006 8006 8006 1308	monthly power for office/shop monthly power for well #1 monthly power for Supan pump monthly power for well #2 monthly power for Perrys pond monthly power for Dymesich pond monthly power for Cottonwood Hyline Pacific Gas & Electric	823.88 38.22 63.07 24.42 33.27 55.62 24.42	1,062.90
3/8/21	5069	7008 1308	argon for shop Shasta Welding Supply	136.59	136.59
3/8/21	5070	8004 1308	echo blocks for Churn Creek J.F. Shea	954.53	954.53
3/8/21	5071	7008 1308	annual fire inspection office/dam Wilgus Fire Control Inc.	451.11	451.11
3/8/21	5072	7008 1308	misc supplies for canal repairs J.W. Wood	173.88	173.88
3/8/21	5073	8001 1308	ladderhook ext w/Kevlar Yates Gear Inc.	214.50	214.50
3/8/21	5074	1124 8004 1308	excavation and pipe installation canal repair North Woods Excavating, Inc	13,620.00 960.00	14,580.00
3/8/21	5079	1441 1308	2021 irrigation overpayment Hogue, Jessie	115.00	115.00

Anderson Cottonwood Irrigation District
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3/9/21	5075	5014	pension for Admin/February	518.40	
		5114	pension for T&D/February	1,801.44	
		1308	Western Conf. Team. Pension		2,319.84
3/11/21	5076	7008	rubber boots/waders for shop	218.76	
		8001	chains for main dam	363.91	
		1308	Scott Passmore		582.67
3/15/21	5077	6023	water charges for office/shop	13.02	
		1308	City Of Anderson		13.02
3/15/21	5078	7005	hydraulic line/fluid for backhoe	69.55	
		1308	Entreprise Auto Parts		69.55
3/15/21	5080	7000	monthly gasoline/diesel fuel	1,215.57	
		1308	Flyers Energy, LLC		1,215.57
3/15/21	5081	6008	general	3,464.28	
		8010	water transfers	240.00	
		1308	Minasian, Meith, et al		3,704.28
3/15/21	5082	8004	rapid set cement Lat 37/21.1 and County	240.12	
		1308	Hospital Pacific Supply - Redding		240.12
3/15/21	5083	8001	lumber for dam	6,993.76	
		7008	plywood, concrete, 2X4 lumber,	1,211.31	
		1308	Payless Building Supply		8,205.07
3/15/21	5084	7008	labor and shaft for pole saw repair	99.76	
		1308	Quality Saw & Mower		99.76
3/15/21	5085	8000	monthly power for SCADA/Bonneyview	25.00	
		8006	monthly power for Churn Creek pumps	152.34	
		8006	monthly power for Progress Drive pump	25.00	
		1308	City Of Redding		202.34
3/15/21	5086	7008	5 safety vests	128.23	
		1308	The T Shirt Factory		128.23
3/15/21	5087	6010	Linxup monthly fee, Parcel Quest annual	3,162.63	
		6002	fee CPR training	600.00	
		6003	binders,hard hats, cleaning supplies for	378.75	
		6023	office purchase of DT phones	321.75	
		1308	Tri Counties Bank		4,463.13
3/15/21	5088	6023	monthly garbage service for office/shop	109.16	
		8004	garbage to landfill	195.74	
		1308	Waste Management		304.90
3/16/21	5089	2226	457 W/H for SP 3/16/21 payroll period	75.00	
		1308	Variable Annuity Life Ins. Co.		75.00
3/22/21	5090	6023	monthly cell phone service	268.92	
		1308	AT&T Mobility		268.92
3/22/21	5091	5019	health insurance for admin/April	2,738.00	
		5119	health insurance for T&D/April	7,207.00	
		1308	N.C.G.T. Security Fund		9,945.00
3/22/21	5092	1124	excavation and installation of pipeline,	4,800.00	
			Deschurtes Road		
		8004	repair of Lat 21.3 and transport Ex	680.00	
		1124	repair headwall and clean ditch , Pickup	5,400.00	
		1308	Ditch, Installl pipe on Deschutes Rd North Woods Excavating, Inc		10,880.00

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

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
3/22/21	5093	8008	NRDC	581.39	
		8008	PCFFA Lit - ACID	623.35	
		8008	CNRA Liut - ACID	28.98	
		1308	Somach Simmons & Dunn		1,233.72
3/22/21	5094	2222	union dues for April	480.00	
		1308	Teamsters Local No. 137		480.00
3/22/21	5095	8001	monthly power for diversion facilgties	343.08	
		1308	City Of Redding		343.08
3/22/21	5096	5010	Office Manager temp thru 3/14/2021	1,033.60	
		1308	Spherion Staffing LLC		1,033.60
3/25/21	5097	5016	workers comp for March/Admin	55.31	
		5116	workers comp for March/T&D	3,382.79	
		1308	State Fund		3,438.10
3/25/21	5098	5010	temp labor/Office Manager thru 3/21/2021	1,033.60	
		1308	Spherion Staffing LLC		1,033.60
	Total			<u>77,518.08</u>	<u>77,518.08</u>

Anderson-Cottonwood Irrigation District

TO: ACID Directors
FROM: John S. Currey

Agenda Item No. 7
Meeting Date: 04/08/2021

DATE: April 1, 2021

SUBJECT: General Manger's Monthly Status Report

Irrigation and Maintenance Activities:

- Maintenance activities in March (attached email update)
- Installed 600 ft of 18" pipe in Lateral 41.4, located near Fourth Street and Balls Ferry Road (Northwoods Excavating – finish 4/1)
- Repair Headwall/Control structure on the Main Canal, located near Bowman Road and RR tracks (Northwoods Excavating – finish 4/7)
- Sprayed Main Canal and key laterals total area covered is approximately 120 acres or 33.3 miles.
- Barney Street Well, the new pump has been received and the reinstallation is tentatively scheduled for (4/7)
- Upcoming maintenance April 1 - 12
 - Complete Dam Installation
 - Debris removal main canal, etc.
 - Clean ditch at Perry's Pond to improve water flow for the pump
 - Pour concrete block tie ends and headwalls
 - Start to fill canal

Office Operation:

- Water applications and payments are being processed as of March 31, water sales revenue is \$395,698.
- I will provide the total paid acres and deposits at the board meeting.
- We have opened the front door to customers while still following COVID protocols.
- I have reviewed the draft 2020 Audit which is a "clean audit". The final version will be presented at the May Board meeting.

Staffing

- Staffing level as of 3/31/2021 - 10 active employees
 - We are currently advertising for the open Ditchtender/ Maintenance 1 position.
- Staff Training
 - Heat Safety and ditchtending training will be Monday April 5.
 - Irrigation Management Training – I am working to develop a more structured training for the Ditchtenders. This will include how to measure flow, using our GIS maps, manage water deliveries and record.

Anderson-Cottonwood Irrigation District

Work Request and/or Complaints:

- As we are getting closer to irrigation season, we are getting few new maintenance requests along with remainders of prior requests that have not been completed. We will continue to review and address these requests as time allows.

Planning:

- South Bonnyview & I-5 offramp improvements – I have reviewed the project for possible impacts to ACID.
- Parcel Subdivision – I am reviewing 2 proposed subdivisions for possible impacts to ACID.

GM Activities:

- Annual Water Rights and Farm Gate reporting – prepare the draft reports for MBK Engineering's (MBK) review. They agreed with the farm gate reporting which I submitted as required. MBK staff suggested that we update the annual water rights reporting which is due by 7/1/2021.
- Shasta College GIS intern – we continue to work on refinement to the GIS project and the upcoming paid customer layer.
- Smart Phone – conversion to Pure Talk will be complete on April 5.
- California Department of Fish and Wildlife (CDFW) Routine Maintenance Agreement (RMA) – I am reviewing our agreement to prepare the required report and determine the fees owed.
- Churn Creek Tree Removal – I am working with CFWD to determine the application process, timing and cost of the consultation. The project is on hold until I can resolve the permitting question.
- NCWA Conference Calls - Dry Year Task Force.
- Sacramento River Settlement Contractors Meeting.
- Reviewing Draft Chapter 4 Water Budgets for the Enterprise and Anderson Subbasin.

Attachments:

GM Email Updates for 3/26 and 3/19

General Manager's Email Updates

03/26/2021

- Dam installation began in earnest on Tuesday, the steel is mostly installed (8 bays remain). I have at times assigned some of the staff to other projects in order to keep all of the projects moving forward.
- The pipe cleaning for Lateral 5 and the Anderson Creek siphon is nearly complete. In lateral 5 there have been impassable root balls at most of the joints that had to be routed out. The project will be finished tomorrow (Saturday).
- Ditch spraying as of 5 pm tonight the Main Canal has been sprayed from Lateral 46 pump (near Gas Point Road to Highway 44 in Redding, also Churn Creek Lateral 3 has been sprayed from the river to Smith Road. Tomorrow we will be spraying from Gas Point Road into Tehama County. Finally, on Tuesday the spraying will finish with more locations in Churn Creek, the dam and drum gates and around Sharon Avenue in Redding. So far we have sprayed approximately 22.3 miles or about 90 acres. Our contract is for up to 120 acres.
- Other Repairs Northwoods Excavating is beginning to repair a water control structure on Bowman Rd (near the RR Tracks). This is being paid for by an insurance company due to an auto accident last season.
- The final 600 feet of pipe will be hauled to the job site (Lateral 41.1 in Cottonwood) tomorrow. When the Dam is finished, Northwoods and some of our crew can install pipeline.
- Barney Well – the new components were shipped today and well should be reinstalled by April 15.

Other items

- Water Transfers the Agreement with San Luis Delta Mendota will be on the April 8 agenda.

I will be in the field tomorrow (Saturday) to coordinate the pipe cleaning, spraying and pipe hauling.

Finally, and I hope you will laugh, I managed to get stuck today while scouting for the spraying. Leave it to me to get stuck for the second time in 20 years during one of the driest winters on record. I called the landowner (Steve McCarley) to apologize for misjudging the area. Fortunately, the impact was limited to the location of my truck.

03/19/2021

Bullert Electric Inspection Invoice is attached. The following is their assessment: I have asked Bullert to order the parts to address their recommendation.

Work Performed:

Per John; Called out to inspect and access ACID Electrical equipment, MCC, Motors and controls. All components were in good condition and operating well. MCC good condition, Motors were recently rewound, only recommendation to replace breaker and CT's in MCC pump #2 bucket. Work Performed 03/12/21

Churn Creek Trees, after reading our Routine Maintenance Agreement with the Department of Fish and Wildlife, I determine that we must have their consultation on the proposed tree removal. I am in the process of requesting the consultation and I will have more information next week.

This last week has been tying up loose ends.

- 1) Pipeline leak repair on lateral 21 (Anderson)
- 2) Headgate repair in the main canal (West Cottonwood)
- 3) Headgate and pipe in the Pick ditch (East Cottonwood) – Northwoods Excavating and ACID crew
- 4) Olney Creek Boards Installed
- 5) Video Pipeline Lateral 3, 5, 21 and Anderson Creek Siphon
- 6) Lateral 29 canal cleaning and bank reconstruction – Hoy has been working on this project
- 7) Some of the crew began to check and remove debris from the canal

I participated in several drought planning meetings and water transfer meetings.

Next week

- 1) Monday – Some of the crew will be at the Dam preparing for installation, some of the crew will be hauling rock for the Pick Ditch and Lateral 21 repairs. I will be coordinating the pipe cleaning on Lateral 5 and the main canal spraying. Northwoods excavating will be finishing the pickup ditch headgate. Hoy should finish Lateral 29.
- 2) Tuesday – the crew will be working on the dam. I will be coordinating the pipe cleaning on Lateral 5 and the main canal spraying. Northwoods excavating will start the Later 41 pipeline project (700 ft).
- 3) Wednesday – Friday should be the same as Tuesday. The Lateral 5 pipe cleaning is an extensive job, I will provide an update next week.

Once the Dam is installed there will be one more effort to address the critical repairs and debris removal prior to filling the canal.