

FINAL AGENDA  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JULY 8, 2021

<i>Brenda Haynes, President</i>	<b>Anderson-Cottonwood Irrigation District</b>	
<i>Audie Butcher, Vice President</i>	2810 Silver Street, Anderson, CA 96007	<i>Tiger Michiels, Director</i>
<i>John Currey, General Manager</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  
JULY 8, 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](mailto:GM@acidistrict.org)**

**Pursuant to Executive Order N-29-20**

**Directors, staff, and the public may participate remotely by calling:**

**530-378-6649**

- 1. CALL TO ORDER**
- 2. PRESENTATIONS**
- 3. DISCUSSION ITEMS**
- 3.1 Discuss mid-year review including significant changes to the 2020-2021 budget**

**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  
JULY 8, 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 special meeting June 1, 2021 and the minutes of the regular meeting June 10, 2021
- 5.2 Financial Status Report for Year-to-Date Through June 2021
- 5.3 Payroll: Approve Payroll Check Register for the Month of June 2021
- 5.4 EFTPS & ACH Transactions – Approve EFTPS & ACH transactions for the Payroll Periods Ending May 31, 2021 and June 15, 2021
- 5.5 Voided and/or missing checks for June 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 June 1, 2021 to June 30, 2021
- 6.2 Receive staff report and consider approving preliminary fall and winter maintenance plan
- 6.3 Receive staff report and consider hiring process for the Assistant General Manager of Operations position

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

FINAL AGENDA  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JULY 8, 2021

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  
JUNE 1, 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  
JUNE 1, 2021**

President Haynes called the meeting to order at 2:02 p.m.

**1. CALL TO ORDER**

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

**2. PUBLIC PARTICIPATION - NONE**

**3. ACTION ITEMS**

- 3.1** Receive staff report and consider adopting Resolution 2021-002 (1) directing staff to implement water conservation measures (2) recommending landowners implement water conservation measures, and (3) redoubling adherence to and enforcement of the District rules and regulations, including those requiring efficient water use.

GM Currey started the conversation stating he was looking for the Board to support staff in this particular situation.

He then took the Board through the Shasta Operations and Hydrology Update that he received from the Sacramento River Settlement Contractor (SRSC) meeting on May 27<sup>th</sup>. He spoke to the 2014-15 comparison chart which shows Shasta is currently 2000 cfs behind compared to previous years as well as hoping to end the season with 1.25-million-acre feet in storage.

President Haynes asked GM Currey if he sees ACID still irrigating much in September to which his reply was yes. A daily schedule is sent to the Bureau which shows ACID irrigating through September 30<sup>th</sup> but it could change dependent on drought variables.

GM Currey discussed the forecast of Shasta Operations which includes a temporary use change petition from the Feds requesting to allow more salinity intrusion into the Delta and upstream.

The next page of the update regards the MBK web portal which report weekly diversions as live as possible which allows for better decision making at the State level.

The bar shows SRSC is only taking 51% of their 75% diversion allowance. There are voluntary reductions which are for those who allow their wells to be used and are

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 1, 2021

compensated. The next few charts are the forecast for Shasta operations flow pattern for the Sacramento River as well as water transfers for the year.

President Haynes inquired about San Luis & Delta Mendota receiving the full 4100 cfs to which GM Currey answered we will be closer to 3500 cfs as Barney is running a little less than before and using a little less energy. President Haynes also asked if we had SCADA for that to which the answer was no.

GM Currey explained the resolution was his idea and due to the uncertainty over the next few months he is asking for the Board to support staff in enforcing the rules and regulations of ACID and that this could be added to the June 10<sup>th</sup> meeting if there were questions or concerns.

Director Eliante inquired of the average irrigation time of a 10-acre parcel to which GM Currey answered it depended on the flow of water.

Director Eliante asked that with no snow pack or rainfall, he believed that the Feds had saved enough water for five-years for the particular instance we are having with the drought now. GM Currey stated that this is the second driest year on record since 1977 and we are now asked by the State to run districts with more obligations since that time period and we will be asked for more.

President Haynes asked if the temperature for fish was the biggest problem which the answer was yes. Director Eliante stated it was in regards to specific fish such as salmon so they don't die and currently there is a smelt issue in the Delta that is being dealt with regarding this topic.

Vice President Butcher is concerned about section 1(b) in the drought resolution. GM Currey ensured the proper way to measure is using weir sticks to hold ACID and customers accountable which addresses the inconsistency and lack of information about our flows.

President Haynes would like to see 'after flow of delivery' replaced with 'at the point of delivery'.

Director Eliante wanted to know if ditchtenders were being consistent with their areas as he knows many are too comfortable with going too long. GM Currey is aware that some ditchtenders avoid certain confrontations by giving more time. In the past ACID did not have the tools to defend why a customer was not getting more hours and why they were getting what they are. If we meet our rules and regulations and it still isn't working then we have to look to see what are the customers doing on their end.

Vice President Butcher assumed that a customer does not want to keep water long. GM Currey stated sometimes due to difference in the year and irrigation cycle it's hard to measure and would like to measure on major laterals which would indicate how things are changing in real time.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 1, 2021

Vice President Butcher knows there are variables but how can we ask a customer to not receive so much water? GM Currey discussed how improvements made on customer's properties could give them 100% flow then others and some improvements have to be made by ACID and we have many to improve.

Vice President Butcher stated that checks are to be put in by customers in the spring and ACID needs to encourage them too. President Haynes agreed and that enforcement needs to be maintained per our rules and regulations.

Director Eliante asked if this resolution was going to all customers to which the answer was yes. It would be emailed as well as posted on the ACID website.

President Haynes would like to see sections 2(b) and (c) changed to 'District Office' versus 'District Staff'.

Vice President Butcher moved to approve the drought resolution as submitted with changes, Director Michiels made the second with a 5-0 vote.

**3.2** Receive staff report regarding goals and objectives of the proposed Assistant General Manager position.

Per President Haynes, to save time, requested to bring this item back to the June 10<sup>th</sup> meeting and the Board concurred that staff should continue to develop a job description.

**3.3** Receive staff report and consider Department of Water Resources request to fund replacement data loggers in ACID groundwater monitoring wells.

GM Currey informed the Board that collectively, the data loggers are over 20 years old and funded by grant funds from the State and Department of Water Resources (DWR) which has reached out stating these data loggers were coming to their end of life.

He has reached out to MBK asking numerous questions. They answered with DWR staff doing replacement, and that at some point in time, the entire system needs to be replaced. This system is used both locally and State wide for data set.

Director Eliante asked if the information was digitally sent or manually read to which GM answered it was manually read weekly and for the last 10 years this information has been collected continuously by DWR.

Director Eliante also inquired into who receives the best benefits from the readings. GM Currey stated we do in regards to wells and water transfers.

Director Eliante questioned if there was a way to share the cost from other agencies. GM Currey indicated typically the agency with the boundaries is responsible. Director Eliante added what would DWR do if not done? GM Currey explained they would go silent and we would pay for the repair and in order to do our job this cost is appropriate. Director Eliante stated it wouldn't hurt to ask if others are willing to pay a percentage to which GM Currey stated he was not sure how he would start the conversation.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 1, 2021

President Haynes inquired if DWR was based in Willows with the answer being yes. She also asked if it would be worth a call to them regarding this issue? GM Currey specified MBK is in charge of collecting all data for ground water transfers. Without it, we cannot defend our ground water transfers. The wells support our forbearance agreement with the Bureau and would need their approval but if the Board would like GM to inquire other agencies he will, but believes that the price is not unreasonable.

GM Currey informed the Board he would contact Rich Roberson at DWR and would be interested in his thoughts and bring the item back to the Board on June 10<sup>th</sup>.

President Haynes announced the closed session. The meeting was adjourned to Closed Session at 3:05 p.m.

**CLOSED SESSION ANNOUNCEMENT**

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

- 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.

The Board of Directors recessed to closed Session at 3:10 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 4:42 p.m.

**REPORT OF CLOSED SESSION ACTIONS**

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

The Board of Directors adjourned at 4:45 p.m.

Respectfully Submitted.

John S. Currey, General Manager

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 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  
REGULAR MONTHLY MEETING  
JUNE 10, 2021**

President Haynes called the meeting to order at 2:03 p.m.

**1. CALL TO ORDER**

Directors present: Michiels, Butcher, Haynes, Eliante  
Directors absent: none  
Staff present: Currey, White, Loffmark, Alvaro Caceres - Avadine  
Staff present via phone: Williams

**2. PRESENTATIONS**

**2.1** Receive presentation on Latis, a data management system

Alvaro Caceres with Avadine gave a presentation on how ACID could benefit using Latis to streamline all aspects of ditchtending.

President Haynes inquired as to what type of privacy this program holds to which the answer was it is a cloud-based program providing unlimited security.

Director Eliante asked what type of payment options would be offered to which Alvaro stated it would be a subscription pay program.

Director Michiels questioned the setup timeframe for Latis. Oz from Avadine explained that it would be best to start in the off season to allow for staff to become familiarized with the program before the new water season starts. He also stated it depended on each staff member and how they are with electronics to how long it would take to understand the program.

GM Currey explained that other company's he had expressed interest in have a similar timeframe and is not looking for a decision at this time. Would like to see a decision made in August with implementation in September which would include this year's current data to make the application as up-to-date as possible.

**3. DISCUSSION ITEMS - NONE**

**4. PUBLIC PARTICIPATION - NONE**

**5. CONSENT AGENDA**

**5.1** Minutes – Approved the Minutes of the regular meeting May 13, 2021



DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 2021

- 5.2 Financial Status report for Year-to-Date Through May 2021
- 5.3 Payroll: Approved Payroll Check Register for the Month of May 2021
- 5.4 EFTPS & ACH Transactions – Approved EFTPS & ACH transactions for the Payroll Periods Ending April 30, 2021 and March 15, 2021
- 5.5 Voided and/or missing checks for May 2021

Director Eliante confirmed that with the payroll math broken down, if we had two more staff it would cover the overtime to which GM Currey answered correct.

Director Eliante asked due to all the overtime Maintenance Supervisor Passmore was accruing, was there a way for anyone to pick-up the slack. GM Currey stated he is trying to figure that out and at the time of this meeting will be interviewing three new prospects Monday, June 14<sup>th</sup>. At this time, we cannot pull maintenance off their projects or things will not get done.

President Haynes stated due to the number of questions, 5.3 would be removed from the consent agenda for discussion.

Vice President Butcher moved to approve the Consent Agenda as submitted, with 5.3 removed for discussion, Director Michiels made the second with a 4-0 vote.

**END OF CONSENT AGENDA**

- 5.6 Items removed from Consent Agenda

President Haynes inquired as to what exactly Passmore is doing. GM Currey stated he is doing required maintenance and repairs as well as maintaining the schedule for the crew and performing ditchtending duties for two areas and we are doing our best to share the load where we can.

President Haynes asked what Passmore's timecard looked like to which GM Currey informed the Board that timecards have the day broken down as much as he can.

President Haynes confirmed Passmore drove 78 miles in one day to which GM Currey answered yes.

President Haynes stated with not enough staff the most important thing is that ditchtenders and staff don't take on so much overtime they file stress claims. GM Currey stated we are following timecard obligations as much as possible and trying to find more places to run flyers such as feed stores, advertising online, everywhere possible.

President Haynes informed GM Currey that he could have interviewed potential applicants on the spot to which he confirmed he has done that with the six out of last eight staff we had.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 2021

Vice President Butcher asked if Passmore was working 16-hour days to which GM Currey answered yes.

Directors Eliante and Michiels volunteered to take the job postings to feed stores in their areas.

President Haynes suggested to hire anyone that applies and use the 90-day period to decide if they should stay on. GM Currey stated we are already implementing that rule of thought at this time.

President Haynes inquired if there were other staff we could be giving jobs to besides Passmore and if there is an option to stop doing maintenance at this time. GM Currey said yes and that other staff have been coming to help where needed. As for maintenance, GM Currey stated that was done during the season last year and ACID is still recovering and feels it is the right choice to continue with maintenance at this time.

President Haynes asked if the ditchtenders were receiving overtime for Sunday to which GM Currey answered yes and are receiving overtime if they are doing other maintenance duties outside their ditchtending areas.

President Haynes questioned if Phil Vega could run the dam removal to which the answer was yes.

President Haynes inquired as to whether GM Currey was comfortable with hours Passmore is turning in. GM Currey stated yes as he looks at work logs, timecards, GPS, and talks with him daily.

President Haynes asked if a maintenance call comes in, is Passmore called every time or is the maintenance crew called directly. GM Currey explained that it depends on the call, whether the ditchtender can fix the issue, or day or situation.

Director Michiels moved to approve item 5.3 as submitted, Director Eliante made the second with a 4-0 vote.

**6. ACTION ITEMS**

- 6.1** Consider approval of the Final Cash Disbursements Journal for May 1, 2021 to May 31, 2021.

President Haynes inquired about the paint that was purchased. GM Currey stated they were for the mark it paint for USAs we receive.

President Haynes also asked about the number of gloves and safety glasses we order to which GM Currey answered staff goes through them as they wear out with the amount of work staff conducts.

President Haynes questioned where the Churn Creek oil was being stored. GM Currey stated some oil the ditchtenders hold in their vehicles, as well as some stored at the shop and their respective pumps.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 2021

President Haynes asked about the tires that were purchased for the backhoe and dump truck. GM Currey explained the tire on the backhoe had separated around the rim and the tire on the dump truck had a gouge and couldn't make it out of the yard to be replaced.

Director Eliante inquired as to why two tooth and pins for the backhoe were purchased to which GM Currey answered one was to replace the one that was lost and one was a spare.

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

**6.2** Receive staff report and consider Department of Water Resources request to fund replacement data loggers in ACID groundwater monitoring wells

GM Currey explained to the Board that without data there won't be correct information which is a part of the agreement with DWR. In regards to cost sharing, ACID is the majority of the monitoring of groundwater monitoring wells and we are obligated to do so per the agreement. He also stated this is fundamental in supporting groundwater transfers and this request came from the State and other Bureau agencies to monitor the groundwater monitoring wells as well as it being part of the forbearance agreement to do so.

GM Currey reminded the Board from chart discussions on June 1<sup>st</sup> the price is comparable and the Boards approval is needed.

President Haynes asked if it was possible that DWR has grants or cost sharing. GM Currey stated he would table the discussion if the Board requests for a later date to get questions answered.

Vice President Butcher inquired as to whether this would jeopardize transfers in anyway to which GM Currey answered it was unknown at this time.

President Haynes stated she would like to see it approved with stipulations.

Director Michiels moved to approve the purchase of the data loggers on the condition GM Currey contacts Department of Water Resources and Bureau or Reclamation as to a possibility of a cost share or grant availability, Vice President Butcher made the second with a 3-1 vote. Director Eliante was a no vote.

**6.3** Receive staff report and consider approving the creation of the Assistant General Manager of Operations position

GM Currey would like to move the process forward or ask the Board for direction and has worked up a job description and flyer on the new position.

President Haynes asked if there had been thought about using an intern from the college but isn't sure an intern would be capable of doing what we have as a job description. GM Currey stated hiring someone with more skills would allow for focus on items of more importance. He would like to see someone that is advanced on all aspects to serve the District and not focus on just one item.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 2021

Director Eliante agrees with GM Currey and sees the value in the position. His concern is regarding finances and would like to table the conversation and wait a few months.

President Haynes inquired as to the cost of the position. GM Currey provided the cost information and the impact would be minimal to the 2021 budget. He reminded the Board he is only looking for approval from the Board to authorize the job description and flyer, not to hire at this time. He is pushing the issue so as to not lose out on opportunities which happened in the prior four years. He wants to set the ground work for what will happen in the next six months and wants to be able to bring in monies to improve the District and maintenance.

Director Butcher agrees with the proposal and likes the idea of being structured to building and operations plan and believes this position should have a core operations function.

President Haynes confirmed we would not like to see a college student. GM Currey explained those that are returning students could potentially fit but he is describing attributes that would benefit the District most but is not focused on a particular person.

Vice President Butcher asked if the Board would see a list of potential candidates. GM Currey stated he would discuss with the Board at a future date on what the hiring process should look like.

GM Currey reminded the Board it does not hurt to have the discussion and would like to see this position advance the District's interest and make it better in the future. The next step would be to see if there is someone qualified for this position while also looking at the budget.

GM Currey explained ACID had a \$600,000 plus in net revenue last year and looked at what projects should be done with the surplus. He would like to see the District spend these funds on capital improvements and to use the funds as match for grants with a goal of 75% of the cost coming from other sources. GM Currey does not have the time to look at options available but this position could offer that level of dedication to accomplish that.

GM Currey would like to finalize the job announcement and job description in July and talk to potential candidates in August.

President Haynes expressed that if the Board makes a decision, it cannot go back on it. GM Currey stated the Board could wait and bring back the discussion in July when the budget conversation takes place.

President Haynes inquired about the depth of the duties in the job description. GM Currey indicated this was brought together from other districts job descriptions.

President Haynes questioned GM Currey as to whether he was looking to step out of his role into a more of a consulting position. He affirmed he was not leaving the GM role but needs help to complete the list of accomplishments he would like to achieve to make the District better.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 2021

President Haynes asked about rewriting the Maintenance Supervisor's job description and how we would obtain a job description for a non-union Operations Supervisor to which GM Currey stated we are doing that now, although, only management positions would be non-union.

Vice President Butcher indicated it would be beneficial in having someone else that could help identify issues or problems ahead of time instead of totally relying on GM.

President Haynes inquired how this position would help with the lack of crew and projects that need to be completed. GM Currey informed the Board that three of the last employees we lost would have stayed if they were only completing maintenance.

Vice President Butcher affirmed some of those that have left were unhappy with customers and is there a way to deal with them. GM Currey answered what quells everyone is holding them (customers/District) accountable.

President Haynes specified she would like to set this aside for 30 days and focus on accruing more ditchtenders and having them where they need to be.

Vice President Butcher asked if a motion was made and does not pass can the subject come back at a later date to which President Haynes answered yes.

Vice President Butcher moved to approve the job description and flyer for the Assistant General Manager of Operations position, Director Michiels made the second with a 4-0 vote.

**7. GENERAL MANAGER'S REPORT**

GM Currey talked to the Board about current overtime during the irrigation season. To-date in the past six weeks, ACID has paid an average of 69.85 hours of overtime a week to several employees. Currently there are two open positions.

Our current practice is three ditchtenders working 6 days at 6.67hrs or 40hrs with the 7<sup>th</sup> day of 6.67 hours being overtime. The ditchtenders are eligible for additional maintenance overtime if asked to assist on a maintenance project that is beyond their ditchtending duties.

The maintenance supervisor is doing both ditchtending (covering two areas) and his other duties.

The overtime effect on the overall budget to-date is approximately 42%. Regular salaries are at 33% and is below our projected year-to-date by \$27,705. Overall payroll is at 35% versus the projected 42% for year-to-date.

Interviewing three new perspective employees on Monday, June 14<sup>th</sup>.

Leak at lateral 33 siphon repair between Balls Ferry and Venzke Rd was worsening with water flow diminishing. Excavated and found leak in crumbling 18" pipe with several root clusters blocking the flow of water upstream of leak. Pipe was in bad shape with 200ft being replaced and using every piece of 18" that could be found.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 2021

A truck load of 1100' of 18" of pipe along with 700' of 24" pipe has been ordered.

Regarding Ferry Street seepage, we have removed the French drain that was installed by ACID which was undersized with no silt fabric protection. Installed 6" French drain with fabric in an 18" x 18" trench with drain rock. We also discovered where water is welling up 30-50 gallons per minute from this seepage.

On the topic of Spring Gulch, met with second contractor and will meet with a fish and creek specialist to discuss removing debris and concrete to improve water flow and prevent further undermining of the support piers. In three inspections have observed the following: four piers are partially undermined; the spillway apron has detached and is undermining the structure; two significant leaks and several small leaks and weeps. This will be the number one focus for repair for fall/winter 2021-2022. In August, ACID staff will clear the area next to and under the flume and mark all leaks.

A combined diversion chart shows season-to-date with 94.6% of the allocation plan at 1800-acre feet. The City of Redding has inquired about additional water. The river is currently at 7,100 feet going to 7,500 for Delta outflow. Annual Water Rights reporting as planned. MBK is helping to update the annual report for correctness and accuracy in reflecting the Districts actions. The 2020 reports will be submitted on time.

ACID is on the states "naughty" list for failing to report the hourly data for 2018 and 2019. We have corrected this omission with MBK's help.

Regarding conserved water and conjunctive use, 6800 paid acres and/or customers in District with 2200 acres of other irrigated ground, such as walnut orchards in the District with a total of 9000 irrigated acres in the District. We need to document the total irrigated acres in District as well as the 2200 acres that would have otherwise use surface water.

As of June 10<sup>th</sup>, 44 customers still owe ACID, at the amount of \$19,755.29.

San Luis Delta Mendota May invoice was sent out for 747-acre feet gross, 649.94 acre-feet paid in the amount of \$373,715.50.

Stokely versus ACID discovery is now completed with trial scheduled for January 2022.

Improvement in documentation reaching out to past contractors for information (i.e., CH2MHILL, Vestra, etc.). Many items were lost in 2017.

## **8. DIRECTORS REPORTS**

- President Haynes asked about the tree removal at Churn Creek pumps. GM Currey reported that he had not completed the permit. President Haynes suggested that GM Currey contact Wendy Johnston at Vestra for some guidance regarding the permit.
- Vice President Butcher had no report.
- Director Eliante requests that GM Currey inspect some canal seepage near the Cottonwood Creek siphon and that we seek funding for the Data Loggers.

DRAFT MINUTES  
BOARD OF DIRECTORS REGULAR MONTHLY MEETING  
JUNE 10, 2021

- Director Michels had no report.
- Director Williams had no report

President Haynes announced the closed session. The meeting was adjourned to a short recess at 4:55 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 – 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 PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
(Government Code Section §54957)  
Title: General Manager Evaluation

The Board of Directors recessed to Closed Session at 5:00 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 5:25 p.m.

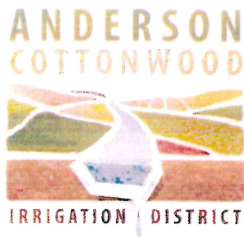
**REPORT OF CLOSED SESSION ACTIONS**

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

The Board of Directors adjourned at 5:30 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:**            June 25, 2021  
**TO:**                Board of Directors  
**FROM:**            Terri White, Chief Financial Officer / Assistant GM  
                          July 8, 2021 Board Meeting:  
                          Financial Status Report for June 2021

The year-to-date financial status report as of June 30, 2021 is submitted herewith for Board review.

**SUMMARY**

Total revenues: \$1,305,101 (irrigation sales, property tax, interest revenue, water transfer)

Total expenditures: \$848,743 (routine monthly expenses).

The Districts total funds on deposit on June 30, 2021 were \$4,135,770



**Anderson Cottonwood Irrigation District**  
**2021 Financial Status Report**  
*Month Ending June 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	\$0	\$8,500	0%	\$8,500
4114	Water Sales / Irrigation	\$754,447	\$728,000	104%	(\$26,447)
4115	Water Transfer / CVP	\$225,279	\$423,220	53%	\$197,941
4117	Water Transfer / Base Supply	\$71,340	\$0	0%	(\$71,340)
4934	Penalty Revenue	\$0	\$2,000	0%	\$2,000
4971	Sale of Equipment	\$0	\$0	0%	\$0
4980	Misc. Revenue	\$14,285	\$0	0%	(\$14,285)
4984	Drainage Revenue	\$0	\$86,078	0%	\$86,078
4991	Contract/Project Income	\$0	\$0.00	0%	\$0
	Sub-Total	\$1,066,051	\$1,247,798	85%	\$181,747
<b>Property Tax &amp; Interest</b>					
4920	Interest Revenue	\$16,286	\$15,000	109%	(\$1,286)
4930	Prop. Taxes / Shasta	\$204,914	\$494,000	41%	\$289,086
4931	Prop. Taxes / Tehama	\$17,850	\$42,500	42%	\$24,650
	Sub-Total	\$239,050	\$551,500	43%	\$312,450
	Total Revenues	\$1,305,101	\$1,799,298	73%	\$494,197
<b>Receivables</b>					
1441	Water Sales Receivable	\$3,589	\$0	0%	\$3,589

**Anderson Cottonwood Irrigation District**  
**2021 Financial Status Report**  
*Month Ending June 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)	\$102,055	\$198,350	51%	\$96,295
5012	Overtime (Admin)	\$36	\$0	0%	(\$36)
5014	Retirement (Admin)	\$2,779	\$6,906	40%	\$4,127
5015	Social Security (Admin)	\$4,233	\$12,120	35%	\$7,887
5016	Workers Comp. (Admin)	\$294	\$760	39%	\$466
5017	Unemployment Ins. (Admin)	\$1,302	\$1,302	100%	\$0
5018	Medicare (Admin)	\$1,277	\$2,836	45%	\$1,559
5019	Health Insurance (Admin)	\$18,983	\$47,076	40%	\$28,093
5110	Reg. Salaries (T&D)	\$121,215	\$307,800	39%	\$186,585
5111	Vehicle Allowance as Wages	\$6,072	\$28,580	21%	\$22,508
5112	Overtime (T&D)	\$19,481	\$6,000	325%	(\$13,481)
5114	Retirement (T&D)	\$9,104	\$27,623	33%	\$18,519
5115	Social Security (T&D)	\$10,493	\$20,857	50%	\$10,364
5116	Workers Comp. (T&D)	\$23,381	\$52,181	45%	\$28,800
5117	Unemployment Ins. (T&D)	\$4,099	\$3,472	118%	(\$627)
5118	Medicare (T&D)	\$2,167	\$4,877	44%	\$2,710
5119	Health Ins. (T&D)	\$39,810	\$130,668	30%	\$90,858
	Sub-Total	\$366,781	\$851,408	43%	\$484,627
<b>Administration</b>					
6000	Vehicle Mileage	\$1,849	\$0	0%	(\$1,849)
6001	Medical Exp. / Supplies	\$1,780	\$1,200	148%	(\$580)
6002	Travel / Training Expense	\$780	\$5,000	16%	\$4,220
6003	Office Supplies / Expense	\$5,224	\$8,200	64%	\$2,976
6004	Office Equip. & Maintenance	\$408	\$2,600	16%	\$2,192
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	\$10,480	\$14,000	75%	\$3,520
6009	SRSC Corporation	\$21,275	\$21,275	100%	\$0
6010	Maintenance Agreements	\$5,536	\$12,000	46%	\$6,464
6012	Vehicle Insurance	\$3,647	\$3,500	104%	(\$147)
6013	Management Expense Acct.	\$7	\$1,000	1%	\$993
6014	Liability Claims	\$0	\$1,000	0%	\$1,000
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	\$0	\$5,000	0%	\$5,000
6018	Consultant Services	\$690	\$10,000	7%	\$9,310
6019	Audit / Accounting Services	\$8,250	\$8,250	100%	\$0
6023	Utilities	\$7,889	\$15,000	53%	\$7,111
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	\$101,862	\$160,225	64%	\$58,363

**Anderson Cottonwood Irrigation District**

**2021 Financial Status Report**

*Month Ending June 2021*

Account Number	Budget Item	Year To Date	2021 Approved Budget	Percent Used	Balance Available
<b>General Maintenance</b>					
7000	Fuels	\$7,861	\$23,000	34%	\$15,139
7002	Light Vehicles	\$1,162	\$4,000	29%	\$2,838
7003	Heavy Vehicles	\$834	\$3,000	28%	\$2,166
7004	Light Equipment	\$197	\$3,000	7%	\$2,803
7005	Heavy Equipment	\$2,334	\$7,000	33%	\$4,666
7008	Maintenance Supplies	\$4,915	\$10,000	49%	\$5,085
7009	Buildings / Yard Maintenance	\$0	\$2,500	0%	\$2,500
7010	Small Tools & Equipment	\$500	\$2,000	25%	\$1,500
	Sub-Total	\$17,803	\$54,500	33%	\$36,697
<b>Canal Maintenance &amp; Operations</b>					
8000	SCADA Maintenance	\$3,087	\$3,000	103%	(\$87)
8001	Diversion Facilities Maint.	\$16,314	\$14,000	117%	(\$2,314)
8002	Contracted Services	\$21,600	\$19,000	114%	(\$2,600)
8003	Chemicals	\$12,084	\$13,000	93%	\$916
8004	Canal Maintenance & Exp.	\$87,390	\$50,000	175%	(\$37,390)
8005	Pump Maintenance	\$5,684	\$30,000	19%	\$24,316
8006	Utilities / Pumping	\$35,991	\$134,000	27%	\$98,009
8007	Water Purchases / CVP	\$139,320	\$223,000	62%	\$83,680
8008	Water Rights Protection	\$10,466	\$80,000	13%	\$69,534
8010	Water Transfer / Base Supply	\$30,361	\$0	0%	(\$30,361)
	Sub-Total	\$362,297	\$566,000	64%	\$203,703
<b>Prepaid Expenses</b>					

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

**Balance Summary**

	Year To Date	2021 Approved Budget	Percent Used	Balance Available
Total Expenditures	\$848,743	\$1,632,133	52%	\$783,390
Total Revenue	\$1,305,101	\$1,799,298	73%	\$494,197

**Depreciable Expenses**

	Year To Date	2021 Approved Budget	Percent Used	Balance Available
<b>Capital Improvement</b>				
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	\$90,048	\$100,000	90%	\$9,952
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>\$159,668</b>	<b>\$165,000</b>	<b>97%</b>	<b>\$5,332</b>

**Anderson Cottonwood Irrigation District  
2021 Financial Status Report**

0

**District Funds on Deposit**

L.A.I.F.	\$3,151,851			
TCB Checking	\$346,012			
Petty Cash	\$100			
Imprest Cash	\$200			
TCB Money Market Acct.	\$630,667			
Total Cash	\$4,128,830			

**Breakdown Of Funds on Deposit**

General Fund	\$3,756,009			
Equipment Reserve	\$102,849			
Cap. Improvement Fund	\$5,332			
Drainage Fund	\$25,000			
Water Rights Protection	\$239,640			
Total Cash	\$4,128,830			

Anderson Cottonwood Irrigation District  
Payroll Register  
For the Period From Jun 1, 2021 to Jun 30, 2021

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Pay Amt	Amount
12	Regular	88.00	2,495.68	2,230.97
White, Teresa L. 6753 6/1/21	Office_Clea	2.50	106.35	
20-01 Currey, John S. 6754 6/1/21	Reg_Salarie		3,958.33	3,268.63
20-06 Cannafax, Johnathon M. 6755 6/1/21	Equip_Oper Overtime	88.00 2.50	1,577.84 67.25	1,265.85
21-04 Reed-Powers, Alister C. 6756 6/1/21	Ditchender Overtime	86.00 2.25	1,453.40 57.04	1,223.05
21-07 Hehney, Jemney W. 6757 6/1/21	Car_Allowa Ditchender Overtime	1.00 86.67 17.34	532.50 1,464.72 439.57	1,923.83
21-07 Hehney, Jemney W. 6757V 6/1/21	Car_Allowa Ditchender Overtime	-1.00 -86.67 -17.34	-332.50 -1,464.72 -439.57	-1,923.83
21-08 Loffmark, Jennifer G. 6758 6/1/21	Regular	80.00	1,520.00	1,265.54
23 Passmore, Scott C. 6759 6/1/21	Main_Sup Overtime	88.00 70.00	1,903.44 2,271.50	3,097.57
30 Poliak, Jeff B. 6760 6/1/21	Ditchender Overtime	86.67 20.01	1,464.72 507.25	1,672.20
33 Vega, Phillip	Car_Allowa DT_Maint I	1.00 86.67	532.50 1,518.46	2,140.29

Anderson Cottonwood Irrigation District  
Payroll Register  
For the Period From Jun 1, 2021 to Jun 30, 2021

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Pay Amt	Amount
6761 6/1/21	Overtime	22.01	578.42	
21-07 Helmeý, Jemney W. 6762 6/1/21	Car_Allowa Ditchender Overtime	1.00 86.67 17.34	532.50 1,464.72 439.57	1,992.83
12 White, Teresa L. 6763 6/16/21	Regular Sickl_eave Office_Clea	80.00 8.00 2.50	2,268.80 226.88 106.35	2,212.85
20-01 Currey, John S. 6764 6/16/21	Reg_Salarie		3,958.33	3,268.63
20-06 Cannafax, Johnathon M. 6765 6/16/21	Equip_Oper Overtime	88.00 18.95	1,577.84 509.76	1,563.44
21-04 Reed-Powers, Alister C. 6766 6/16/21	Ditchender Overtime	88.00 8.25	1,487.20 209.14	1,357.93
21-07 Helmeý, Jemney W. 6767 6/16/21	Car_Allowa Ditchender Overtime	1.00 60.01 12.67	-145.23 1,014.17 321.18	1,043.36
21-07 Helmeý, Jemney W. 6767V 6/16/21	Car_Allowa Ditchender Overtime	-1.00 -60.01 -12.67	145.23 -1,014.17 -321.18	-1,043.36
21-08 Loffmark, Jennifer G. 6768 6/16/21	Regular Sickl_eave OTAdmin	77.00 9.00 1.25	1,463.00 171.00 35.63	1,423.53
21-07 Helmeý, Jemney W. 6769 6/16/21	Car_Allowa Ditchender Overtime	1.00 60.01 12.67	-248.50 1,014.17 321.18	903.79

Anderson Cottonwood Irrigation District  
**Payroll Register**  
 For the Period From Jun 1, 2021 to Jun 30, 2021

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Pay Amt	Amount
30	Ditchender	86.67	1,464.72	1,540.64
Poliak, Jeff B. 6770 6/16/21	Overtime	13.34	338.17	
33	Car Allowa	1.00	535.00	2,462.96
Vega, Phillip 6771 6/16/21	DT_Maint I	86.67	1,518.46	
	Overtime	38.34	1,007.58	
23	Main_Sup	86.75	1,876.40	3,052.99
Passmore, Scott C. 6772 6/16/21	Overtime	68.75	2,230.94	
Summary Total 6/1/21 thru 6/30/21	Reg_Salarie	17.00	7,916.66	35,943.69
	Sickl_eave	294.41	397.88	
	Overtime	494.02	8,537.80	
	Ditchender	173.34	8,348.93	
	DT_Maint I	176.00	3,036.92	
	Equip_Oper	325.00	3,155.68	
	Regular	4.00	7,747.48	
	Car_Allowa	5.00	1,351.50	
	Office_Clea	1.25	212.70	
	OTAdmin	174.75	35.63	
	Main_Sup		3,779.84	
Report Date Final Total 6/1/21 thru 6/30/21	Reg_Salarie	17.00	7,916.66	35,943.69
	Sickl_eave	294.41	397.88	
	Overtime	494.02	8,537.80	
	Ditchender	173.34	8,348.93	
	DT_Maint I	176.00	3,036.92	
	Equip_Oper	325.00	3,155.68	
	Regular	4.00	7,747.48	
	Car_Allowa	5.00	1,351.50	
	Office_Clea	1.25	212.70	
	OTAdmin		35.63	
	Main_Sup		3,779.84	



<b>EFTPS Transactions</b>					
<b>Federal Payroll Taxes</b>					
<i>Date</i>	<i>Payroll Period</i>	<i>Amount</i>	<i>Comments</i>		
6/1/2021	5/15/21 - 5/31/21	\$4,738.66	EFTPS for P/R taxes		
6/16/2021	6/1/21 - 6/15/21	\$4,761.42	EFTPS for P/R taxes		
<b>State Payroll Taxes</b>					
6/1/2021	5/15/21 - 5/31/21	\$1,144.44	ACH for P/R taxes		
6/16/2021	6/1/21 - 6/15/21	\$1,023.19	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>
6757	Jermey Helmey	\$1,923.83	6/1/2021	check for wrong amount	6/1/2021
6767	Jermey Helmey	\$1,043.36	6/16/2021	check for wrong amount	6/16/2021

Anderson Cottonwood Irrigation District  
Cash Disbursements Journal  
For the Period From Jun 1, 2021 to Jun 30, 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
6/1/21	5219	6023	monthly telephone/Internet service	376.99	
		1308	Spectrum Business		376.99
6/1/21	5220	6001	drug testing two new hires, 1 background check	164.00	
		1308	Compliance Associates		164.00
6/1/21	5221	7008	water pump/2 HP	268.11	
		7008	caulk, adhesive, nuts/bolts/screws	29.37	
		1308	Hardware Express		297.48
6/1/21	5222	6003	drinking water for office	12.41	
		1308	Mt. Shasta Spring Water		12.41
6/1/21	5223	7008	shovels, manure hooks,(trash rakes)	714.37	
		1308	BDI		714.37
6/1/21	5224	7002	oil change for GM pickup	102.98	
		1308	Primier Oil Change		102.98
6/1/21	5225	5010	temp help/Office manager	1,101.43	
		5010	temp help buy out/DT	500.00	
		1308	Spherion Staffing LLC		1,601.43
6/1/21	5226	5016	workers comp/May/Admin	33.80	
		5116	workers comp/May/T&D	4,500.54	
		1308	State Fund		4,534.34
6/1/21	5227	2222	union dues for June	544.00	
		1308	Teamsters Local No. 137		544.00
6/1/21	5228	6023	monthly charge for Jetpac at dam	80.08	
		1308	Verizon		80.08
6/1/21	5229	2226	reitrememt for 6/1/21 payroll period	237.50	
		1308	Edward Jones, FBO John Currey		237.50
6/1/21	5230	2226	457 W/H for 6/1/21 payroll period/SP	75.00	
		1308	Variable Annuity Life Ins. Co.		75.00
6/1/21	5231	6000	vehicle milage	669.20	
		1308	Jeff Poliak		669.20
6/2/21	5232	5014	pension for Admin/May	396.90	
		5114	pension for T&D/May	1,700.11	
		1308	Western Conf. Team. Pension		2,097.01
6/7/21	5233	5019	health insurance for Admin/June	2,738.00	
		5119	health insurance for T&D/June	6,207.00	
		1308	N.C.G.T. Security Fund		8,945.00
6/10/21	5234	6001	pre employment background check	132.00	
		1308	Compliance Associates		132.00
6/10/21	5235	7008	shop towels for shop/backhoe	32.30	

Anderson Cottonwood Irrigation District  
Cash Disbursements Journal

For the Period From Jun 1, 2021 to Jun 30, 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
		1308	Fasteners INC		32.30
6/10/21	5236	8004 1308	pipe for Lat#33 Ferguson Waterworks #1423	529.49	529.49
6/10/21	5237	7000 1308	monthly gasoline/diesel charges Flyers Energy, LLC	2,574.95	2,574.95
6/10/21	5238	8001 1308	nuts/bolts for sweepers Gerlinger Steel & Supply	10.38	10.38
6/10/21	5239	8005 1308	hydraulic oil for pumps JMB Oil	137.38	137.38
6/10/21	5240	7008 1308	12 blue poles Liddell Construction Supply	212.36	212.36
6/10/21	5241	8004 1308	concrete for Lat #19 Loucks Landscape Supply	185.74	185.74
6/10/21	5242	8010 1308	2021 water transfer MBK Engineers	1,584.75	1,584.75
6/10/21	5243	6003 1308	copy paper Office Depot Business Credit	60.96	60.96
6/10/21	5244	8004 1308	CDX for Lat #19, stakes Payless Building Supply	338.24	338.24
6/10/21	5245	8006 8000 8006 1308	monthly power for Churn Creek pumps monthly power for SCADA/Bonnyview monthly power for Progress Drive pump City Of Redding	18,157.19 25.00 412.88	18,595.07
6/10/21	5246	7002 1308	brakes on 2015 F150 pickup Les Schwab Tires	624.72	624.72
6/10/21	5247	6003 7002 6023 6004 6010 1308	battery, phone chargers, advertising for DT's, Fat Cow monthly fees, pens, office supplies, magnetic signs for DT vehicles monthly charges for cell phones annual charges for Adobe monthly charge for Linxup Tri Counties Bank	854.34 164.90 248.16 407.76 71.96	1,747.12
6/10/21	5248	6023 1308	monthly charge for garbage dumpster Waste Management	109.16	109.16
6/10/21	5249	6003 1308	lien release Shasta County Recorder	46.00	46.00
6/10/21	5250	6023 1308	monthly water service for office/shop City Of Anderson	13.02	13.02
6/10/21	5251	8010	monthly power for well #1	12,437.46	

Anderson Cottonwood Irrigation District  
Cash Disbursements Journal  
For the Period From Jun 1, 2021 to Jun 30, 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
		8010	monthly power for well #2	4,146.01	
		6023	monthly power for shop/office	299.18	
		8006	monthly power for Supan pump	741.44	
		8006	monthly power for Perry's pond	378.06	
		8006	monthly power for Cottonwood Hyline pump	1,318.89	
		1308	Pacific Gas & Electric		19,321.04
6/16/21	5252	2226	retirement for 6/16/21 payroll period	237.50	
		1308	Edward Jones, FBO John Currey		237.50
6/16/21	5253	6000	vehicle allowance	646.80	
		1308	Jeff Poliak		646.80
6/16/21	5254	2226	457 W/H for 6/16/21 payroll	75.00	
		1308	Variable Annuity Life Ins. Co.		75.00
6/21/21	5256	8007	for year 2021 second half payment contract water	69,660.00	
		1308	DOI-BOR- Region: CA Great Basin		69,660.00
6/21/21	5257	6003	monthly copy charges for office	263.38	
		1308	Carrel's Office Machines		263.38
6/21/21	5258	7008	25 ft chain	37.53	
		1308	Harbor Freight Tools USA, Inc.		37.53
6/21/21	5259	6003	business cards for GM, maintenance sup and OM	96.53	
		1308	Harvest Printing		96.53
6/21/21	5260	6008	general	1,563.86	
		8010	water transfers	928.00	
		1308	Minasian, Meith, et al		2,491.86
6/21/21	5261	7008	pike poles, pole knob	285.56	
		1308	BDI		285.56
6/21/21	5262	8004	install French drain on Ferry St.	6,135.33	
		1308	North Woods Excavatiing, Inc		6,135.33
6/21/21	5263	8000	monthly power for SCADA Linda Lane	14.43	
		1308	Pacific Gas & Electric		14.43
6/21/21	5264	8001	monthly power for diversion facilities	396.18	
		1308	City Of Redding		396.18
6/21/21	5265	8004	4 wire panels	158.73	
		1308	Shasta Farm Supply		158.73
6/21/21	5266	8008	2019 PCFFA Lit - ACID	60.40	
		8008	2020 CNRA Lit - ACID	27.95	
		8008	NRDC	17.10	
		1308	Somach Simmons & Dunn		105.45

Anderson Cottonwood Irrigation District  
Cash Disbursements Journal  
For the Period From Jun 1, 2021 to Jun 30, 2021

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

<b>Date</b>	<b>Check #</b>	<b>Account ID</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
6/23/21	5266	6001	background for new employee/JD	240.00	
		1308	Compliance Associates		240.00
6/23/21	5267	5016	workers comp for June/Admin	56.40	
		5116	workers comp for June/T&D	4,369.96	
		1308	State Fund		4,426.36
6/23/21	5268	2222	union dues for July	544.00	
		1308	Teamsters Local No. 137		544.00
	Total			152,521.11	152,521.11

# Anderson-Cottonwood Irrigation District

TO: ACID Directors  
FROM: John S. Currey

Agenda Item No. 6.2  
Meeting Date: 07/08/2021

DATE: June 29, 2021

Action Item  
 No Action Requested

---

**SUBJECT:** Receive staff report and consider approving preliminary fall and winter maintenance plan

---

## Background:

In preparation for the upcoming maintenance season, I am establishing the following objective maintenance:

1. Necessary and urgent repairs to prevent bank or structure damage or failures.
2. Improving water efficiency and management by installing new pipelines, repairing pipelines and structures.
3. Vegetation Management – mow and remove wood vegetation along the main canal and key laterals to improve herbicide application increase sprayed acres.
4. Inspections – inspect and document the condition of major siphons and flumes prior to shut down for leaks and internal inspection of accessible structures during the non-irrigations season.
5. Allocation of ACID staff - the crew will operate in two sections facilities maintenance and vegetation management. Staff will be rotated trough each task to develop skills in all areas.

Attached is the draft 2021 – 2022 Maintenance Objectives which includes a focus on Lateral 21 and 29 that will improve the efficiency to reduce seepage, improve water management and improve irrigation schedules. Lateral 21 has many areas of seepage and leaks that impact the available water to 114 parcels and 441 acres. Lateral 29 is “fully subscribed” with 92 parcels and 826 acres, improvements to Perry’s Pond and the pump will allow us better use return (drain) water and augment the flows to approximately 33 parcels or 154 acres. Improving the use of drain water should help keep the irrigation cycle to 14-days.

I currently have had preliminary meetings with contractors and consultants on the Spring Gulch and Oregon Gulch projects. I will be receiving some initial proposals for these to project in the next few weeks. I am also looking at options to rent an excavator for the pipe projects and a tractor that is compatible with the ACID’s side arm.

The cost of these possible maintenance projects is being developed, some of the expenses will be in the 2021 budget and others will be in the 2022 budget.

## Recommendation:

The Board can provide input and suggestion for projects and priorities.

## Enclosures:

2021-2022 Maintenance Objectives

# 2021 – 2022 Maintenance Objectives

## Urgent and Necessary Repairs

1. Main Canal – South of Breslauer at Oregon Gulch repair bank erosion.
2. Main Canal – Spring Gulch flume repair to the foundation, stream crossing and patch leaks.

## Water Efficiency and Management

1. Pipelines = 17,580' + the list is to be prioritized for operations and efficiency (5,000 feet install for 2021/2022 is a likely goal). Red text is the first priorities:
  - a. Lateral 3 – \_\_\_" x 1200' new pipeline from Knighton Road along Churn Creek Rd.
  - b. Lateral 3.4 – \_\_\_" x 1200' new pipeline Smith Road to Gravel Plant Road.
  - c. Lateral 3.3 – \_\_\_" x TBD (1000') replace steel pipeline that has multiple leaks from Gravel Plant to W. Niles Lane
  - d. Lateral 17 – \_\_\_" x 2200' new pipeline between Fairwinds Drive to Missouri Lane.
  - e. Lateral 17.2 – 18" x 220' new pipeline SE of Ox Yoke (remaining open ditch)
  - f. Lateral 21 – 48" x 940' new pipeline along Shady Lane
  - g. Lateral 21.1 – 24" x 3000' Stingy Lane to Discharge (Moore Ranch).
  - h. Lateral 21.3 – Repair leaks (4 – 6 locations) Balls Ferry Road to Twin Oaks Lane.
  - i. Lateral 21.3 – \_\_\_" x 2620' new pipeline from Twin Oaks Lane to Shane Siphon.
  - j. Lateral 21.3 – \_\_\_" x 780' new pipeline from Shane Siphon to Gains Lane.
  - k. Lateral 21.3 – \_\_\_" x 1480' new pipeline south of Balls Ferry from (last years ending point) to existing pipeline north of Riverland Drive.
  - l. Lateral 23 – 24" x 40' pipeline need replaced.
  - m. Lateral 29 – \_\_\_" x
  - n. Lateral 33 – 18" x 400' finish broken pipe repair and pipe open ditch.
  - o. Lateral 41.2 – \_\_\_" x 1400 replace old concrete pipe.
  - p. Lateral 51 – 18" x TBD replace 2ft jointed concrete pipeline that is leaking.
  - q. Lateral 57 – 24" x 820' new pipeline from Main Canal at Amen's Grove going north.
2. Pumps
  - a. Perry's Pond (Lone Tree and Webb Road) - rebuild pump and clean sump area to improve efficient and incorporate water into Lateral 29.2.
  - b. Dymesich Pond (East of the Intersection of Venzke Road and Drybread Road) – Rebuild pump, construct access and clean sump area to improve efficiency and access.
3. Grills/Grates
  - a. Main Canal @ Clear Creek Siphon (Redding) – install grill.
  - b. Main Canal – Wyndham Siphon (Redding) – install grill.
  - c. Main Canal – Grill replace with a more functional grill (Cottonwood).
4. Canal Operation
  - a. Main Canal @ County Hospital improve checkup structure.
  - b. Main Canal @ Eastside Road improve checkup structure.
  - c. Main Canal – new 12" screw gate north Lateral 15 (Verde Vale and Highway 273 area).
  - d. Lateral 3 – new slide gate at ...

# 2021 – 2022 Maintenance Objectives

- e. Lat 21.1 – new 24” screw gate in box at Warnowood Lane.
- f. Lateral 21.3 – repair leaks near Green Acres Drive and Halls Lane driveway (poured-in-place pipe).
- g. Lateral 51 – box repair and slide gates.
- h. Lateral 51 – new screw gate at the box located at the end of Regina Lane.
- i. Lateral 57 – New box 4-way split (APN 004-320-040-000).
- j. Inventory replacement slide gates and screw gates.

## Vegetation Management

1. Mow and clear woody vegetation from canal banks to improve herbicide applications.
2. Spring herbicide application (Feb – Mar) goal is to increase area sprayed by a contractor and ACID staff to exceed the 33 miles / 120 acres.
3. Remove woody vegetation from critical infrastructure:
  - a. Tunnel headgate
  - b. Churn Pumps
  - c. Oregon Gulch Flume
  - d. Spring Gulch flume
  - e. Anderson Flume

## Inspections

1. Inspect and document the condition of major siphons and flumes prior to shut down for leaks and internal inspection of accessible structures during the non-irrigations season.
2. Lateral 21.1 – video inspect from box on Dodson Lane to box on Warnowood Lane.

## Planning / Grant Projects

1. Water Management – Seek funding to:
  - a. Upgrade SCADA and add additional monitoring for the Main Canal flow (5 locations), major lateral flows, and production wells.
  - b. Construct main canal control structures.
2. Piping and Canal Lining – Seek funding to:
  - a. Document water loss from recent and proposed canal lining and piping project (\_\_\_\_ AF).
  - b. Install canal lining and lateral piping.
3. Olney Creek Flume – Continue to apply for funding to construct siphon.
4. Churn Creek – Continue to seek funding for pumping plant improvements including fish screen, variable speed pump (possible fourth pump) and overall pumping plant rehabilitation.
5. Churn Creek – Seek funding for Churn Creek water efficiency pipeline projects (estimate 8,000 AF in 2006).
6. Energy Usage and Generation – Review current energy cost and consider options for energy generation (solar and small hydro).



# Anderson-Cottonwood Irrigation District

TO: ACID Directors  
FROM: John S. Currey

Agenda Item No. 6.3  
Meeting Date: 07/08/2021

DATE: July 2, 2021

Action Item  
 No Action Requested

---

**SUBJECT:** Receive staff report and consider hiring process for the Assistant General Manager of Operations

---

**Background:**

The Assistant General Manager of Operations (AGM) job announcement will go out next week.

The proposed schedule:

Applications Due	July 30, 2021
Screening	Aug 2, 2021
Interviews	Aug 13, 2021
Selection and Screening	Aug 16 – Aug 27
Start Date (Desired)	October 1, 2021

The Board or committee of the Board is welcome to participate in the interview process.

**Financial Impact:**

The attached worksheet shows the project salary range, benefits and employer cost on an annual basis and prorated for the 90-day probation period.

**2021 Budget Impacts:**

The project cost for this position during the 90-day probation period is between \$17,231 and \$21,902. Currently the year to date (50%) total for all Salaries & Benefits is 43% of budget. Despite having excessive overtime, the total budget for all Salaries & Benefits is \$58,923, under the 50% year to date mark. I anticipate as we have a full crew the overtime will diminish.

The addition expense for the AGM position will not impact the overall Salaries & Benefits budget for the remainder of 2021.

**2021 Budget Impacts:**

The overall impact of the AGM position will be incorporated in the 2022 budget and largely offset by the retirement of the current AGM/CFO.

**Recommendation:**

The Board can provide input on the proposed schedule and budget impacts of the proposed position.

**Enclosures:**

Employee Compensation Worksheet

**Anderson-Cottonwood Irrigation District**

<b>Employee Compensation Worksheet</b>				
<b>Assistant General Manager of Operations</b>		<b>Current Rates</b>	<b>Proposed Compensation Range</b>	
<b>Employee Gross Wages</b>			<b>\$57,200.00</b>	<b>\$72,800.00</b>
Hourly Rate			\$27.50	\$35.00
Total Hours Per Year			2080	2080
<b>Benefits</b>		<b>Monthly</b>		
Health Benefits (Assume Full Family)		<b>\$1,570.00</b>	\$18,840.00	\$18,840.00
Retirement		3%	\$1,716.00	\$2,184.00
Total Benefits			\$20,556.00	\$20,820.00
<b>Total Wage &amp; Benefits</b>			<b>\$77,756.00</b>	<b>\$93,620.00</b>
Cost Per Hour			\$37.38	\$45.01
<b>Taxes &amp; Insurance</b>				
FICA: Soc. Sec.		0.062	\$3,546.00	\$4,514.00
FICA: Medicare		0.0145	\$829.00	\$1,056.00
Workers Comp (Reported as T&D)		7.2	\$6,918.24	\$8,806.56
SUI (for 1st \$7000)		6.2	\$434.00	\$434.00
Total Taxes & Insurance			\$11,727.24	\$14,810.56
<b>Total Wages, Benefits, Taxes &amp; Insurance</b>			<b>\$89,483.24</b>	<b>\$108,430.56</b>
Cost Per Hour			\$43.02	\$52.13
Health Benefits (EE \$697, EE+Spouse \$1,158)				
Cost for 90-day Probation Period (10/1/21 - 12/31/21)			\$17,231.81	\$21,902.64