

Dan Woolery,
President, Division 3

James Rickert,
Vice President, Division 5

Ronnean Lund,
Director, Division 1

Audie Butcher,
Director, Division 2

Steve McCarley,
Director, Division 4

Daniel Ruiz
General Manager

BOARD MEETING

Agenda

September 12, 2024, 6:00 pm

1887 Howard Street, Anderson (Council Chambers)

1. Call To Order

2. Flag Salute

3. Public Participation

Time set aside for members of the public that wish to address the Board regarding matters of the District within the jurisdiction of the Board. Individuals are requested to limit comments to a maximum of three minutes.

4. Consent Items

- a. Minutes – Approve the Minutes of the Regular Board Meeting on August 8, 2024
- b. Financial Status Report for Year-to-Date through August 31, 2024
- c. Payroll: Approve the Payroll Check Register for August 2024
- d. Electronic Federal Tax Payment System (EFTPS) & Automated Clearing House (ACH) – Approve transactions for the Payroll Periods August 15, 2024, and August 31, 2024
- e. Voided and missing checks for August 2024
- f. Cash Disbursement Journal for August 2024

5. New Business Items

- a. Review and Discuss Projected Year End Operating Summary
- b. Review and Discuss Off-Season Maintenance & Capital Improvement Projects
 - a. Spring Gulch Flume to 2nd St. (Sole Source, Time & Materials)
 - b. Jim Dandy to Locust (Potential Bid Process)
 - c. Panorama (Sole Source, Time & Materials)
- c. Notice of Exemption Under the California Environmental Quality Act for Off-Season Maintenance & Capital Improvement Projects
 - i. Conduct a Public Hearing to Consider Potential Comments to Notice of Exemption
 - ii. Consider Approval of Notice of Exemption

6. Management Reports

- a. General Manager's Report
- b. Operations Manager's Report
 - i. 2024 Irrigation Operation Shutdown Discussion

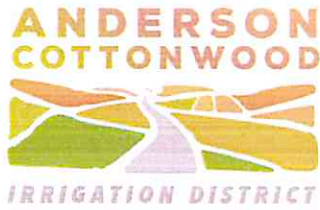
7. Closed Session

- a. **PUBLIC EMPLOYEE EMPLOYMENT AND/OR PERFORMANCE EVALUATION (Government Code § 54957)** Title: General Manager Evaluation

8. Other Business

- a. Consider Potential Salary and Benefit Changes: General Manager

9. Adjourn



Dan Woolery,
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Ronnean Lund,
Director, Division 1

Audie Butcher,
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Steve McCarley,
Director, Division 4

Daniel Ruiz
General Manager

BOARD MEETING

Draft Minutes

August 8, 2024, 6:00 pm

1887 Howard Street, Anderson (Council Chambers)

1. Call To Order at 6:00 p.m.

Directors Present- Woolery, Rickert, Lund, Butcher, McCarley

Staff Present- Ruiz, Duncan, White, Miller

2. Flag Salute was led by Alexis Ruiz

3. Public Participation

Time is set aside for members of the public who wish to address the Board regarding the operations of the District within the jurisdiction of the Board. Individuals are requested to limit comments to a maximum of three minutes.

Buddy Johns-He has only been getting water every 17 to 18 days. How come I'm not getting my water every 14 days?

4. Consent Items

- a. Minutes – Approve the Minutes of the Regular Board Meeting on July 11, 2024, and the Special Board Meeting on July 17, 2024
- b. Financial Status Report for Year-to-Date through July 31, 2024
- c. Payroll: Approve the Payroll Check Register for July 2024
- d. Electronic Federal Tax Payment System (EFTPS) & Automated Clearing House (ACH) – Approve transactions for the Payroll Periods July 1, 2024, and July 15, 2024
- e. Voided and missing checks for July 2024
- f. Cash Disbursement Journal for July 2024

Director Lund requested to move Item 4.a. down to Business Items.

Director Lund made a motion to approve Items b-f, and it was seconded by Director Rickert. Vote 5-0.

5. Management Reports

- a. General Manager Report- Dan Ruiz
 - i. USBR Water Balance Worksheet End of July (handout)
- b. Operations Manager Report-Ben Duncan, Power Point presentation

6. New Business Items

Moved from 4.a. Consent Items- Director Lund made a motion to move 6.b. (Draft Minutes, July 11, 2024) down to bottom of page right before when the Board moved into closed session, and it was seconded by Director Rickert. Vote 5-0.

- a. Review and Approve 2024 Operating Budget Amendments

Public Comment:

Buddy Johns-Complained about the water operator not answering his phone in the middle of the night, and when he left a message, the water operator did not listen to it, so he had to explain himself again.

Mike Berry-One thing to help retain employees/water operators, is to be nice to them. When he calls his water operator, he tells him that he is the greatest guy ever, thanks for doing this. Give them a break.

Director Lund made a motion to leave the budget as is, and it was seconded by Director Rickert. Vote 5-0.

- b. Review and Approve General Manager Ruiz Authority to Sign Lost Power Agreement with USBR for City of Shasta Lake Water Transfer

Director Rickert made a motion to give General Manager, Daniel Ruiz, the authority to sign the Lost Power Agreement with USBR for the City of Shasta Lake Water Transfer, and it was seconded by Director Butcher. Vote 5-0.

The Board moved into closed session at 7:21 p.m.

7. Closed Session

- a. Conference with Legal Counsel – Anticipated Litigation (Government Code § 54956.9(d)(2) or (3) One Case

The Board returned from closed session at 7:55 p.m., and reported no action taken.

8. Adjourn at 8:00 p.m.

Anderson Cottonwood Irrigation District
2024 Financial Status Report
<i>Month Ending August 2024</i>
Revenues

Account Number	Budget Item	Month To Date	Year To Date	2024 Approved Budget	Percent Used	Budget Over/Under
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General						
4111	Water Sales / Prior Year	\$0	\$0	\$0	0%	\$0
4112	Water Sales / Business	\$0	\$0	\$8,500	0%	\$8,500
4114	Water Sales / Irrigation	\$352	\$759,505	\$728,000	104%	(\$31,505)
4115	Water Transfer / CVP	\$0	\$664,133	\$900,000	74%	\$235,867
4117	Water Transfer / Base Supply	\$0	\$0	\$0	0%	\$0
4934	Penalty Revenue	\$0	\$50	\$0	0%	(\$50)
4971	Surplus Equipment	\$0	\$0	\$0	0%	\$0
4980	Misc. Revenue	\$0	\$5,173	\$10,000	52%	\$4,827
4984	Drainage Revenue	\$0	\$0	\$0.00	0%	\$0
4991	Contract/Project Income	\$0	\$0	\$0.00	0%	\$0
4995	FEMA Reimbursement	\$0	\$0	\$60,000	0%	\$60,000
	Sub-Total	\$352	\$1,428,861	\$1,706,500	84%	\$277,639

Account Number	Budget Item	Month To Date	Year To Date	2024 Anticipated Budget	Percent Used	Budget Over/Under
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Property Tax & Interest

4920	Interest / Investment Revenue	\$41,680	\$361,526	\$350,000	103%	(\$11,526)
4930	Prop. Taxes / Shasta	\$44,775	\$281,776	\$558,000	50%	\$276,224
4931	Prop. Taxes / Tehama	\$0	\$21,812	\$46,500	47%	\$24,688
	Sub-Total	\$86,455	\$665,114	\$954,500	70%	\$289,386

	Total Revenues	\$86,807	\$2,093,975	\$2,661,000	79%	\$567,025

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Anderson Cottonwood Irrigation District
2024 Financial Status Report
Month Ending August 2024
Expenditures

Account Number	Budget Item	Month To Date	Year To Date	2024 Approved Budget	Percent Used	Budget Over/Under
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Salaries & Benefits

[illegible]

Anderson Cottonwood Irrigation District						
2024 Financial Status Report						
Month Ending August 2024						
Expenditures						
Account Number	Budget Item	Month To Date	Year To Date	2024 Approved Budget	Percent Used	Budget Over/Under
Administration						
6001	Medical Exp. / Supplies	\$515	\$1,836	\$1,200	153%	(\$636)
6002	Travel / Training Expense	\$180	\$1,643	\$10,000	16%	\$8,357
6003	Office Supplies / Expense	\$2,513	\$11,248	\$11,500	98%	\$252
6004	Office Equip. & Maintenance	\$93	\$1,933	\$1,500	129%	(\$433)
6005	Association Dues	\$3,025	\$16,363	\$25,000	65%	\$8,637
6006	Public Notices	\$0	\$0	\$500	0%	\$500
6007	Election Expense	\$0	\$0	\$0	0%	\$0
6008	Legal Fees / Expense	\$4,729	\$51,114	\$80,000	64%	\$28,886
6009	SRSC Corporation	\$0	\$20,822	\$27,500	76%	\$6,678
6010	Maintenance Agreements	\$1,111	\$11,588	\$15,000	77%	\$3,412
6012	Vehicle Insurance	\$0	\$18,161	\$15,000	121%	(\$3,161)
6013	Management Expense Acct.	\$25	\$642	\$1,000	64%	\$358
6014	Liability Claims	\$0	\$0	\$1,000	0%	\$1,000
6015	Property / Liability Insurance	\$0	\$89,725	\$100,000	90%	\$10,275
6016	Permit Fees	\$0	\$5,808	\$12,000	48%	\$6,192
6017	County Taxes / Assessments	\$0	\$7,600	\$6,000	127%	(\$1,600)
6018	Consultant Services	\$8,864	\$15,920	\$25,000	64%	\$9,080
6019	Audit / Accounting Services	\$0	\$0	\$8,000	0%	\$8,000
6020	Web Site Revamp	\$0	\$0	\$1,000	0%	\$1,000
6023	Utilities	\$3,074	\$15,401	\$25,000	62%	\$9,599
6024	Misc. Expense	\$0	\$0	\$20,000	0%	\$20,000
6026	District GIS	\$0	\$0	\$3,550	0%	\$3,550
6027	SGMA	\$0	\$0	\$7,600	0%	\$7,600
	Sub-Total	\$24,129	\$269,804	\$397,350	68%	\$127,546

Anderson Cottonwood Irrigation District						
2024 Financial Status Report						
Month Ending August 2024						
Account Number	Budget Item	Month To Date	Year To Date	2024 Approved Budget	Percent Used	Budget Over/Under
General Maintenance						
7000	Fuels	\$6,429	\$37,047	\$80,000	46%	\$42,953
7001	Equip Rents & Leases	\$0	\$5,527	\$5,000	111%	(\$527)
7002	Light Vehicles	\$1,849	\$9,430	\$15,000	63%	\$5,570
7003	Heavy Vehicles	\$0	\$5,948	\$10,000	59%	\$4,052
7004	Light Equipment	\$0	\$1,313	\$5,000	26%	\$3,687
7005	Heavy Equipment	\$2,508	\$8,197	\$10,000	82%	\$1,803
7007	Personal Supplies & Equip.	\$150	\$474	\$500	95%	\$26
7008	Maintenance Supplies	\$4,960	\$22,813	\$25,000	91%	\$2,187
7009	Buildings / Yard Maintenance	\$840	\$5,170	\$4,000	129%	(\$1,170)
7010	Small Tools & Equipment	\$0	\$1,935	\$2,000	97%	\$65
7011	Engineering Service	\$0	\$65	\$50,000	0%	\$49,935
	Sub-Total	\$16,736	\$97,919	\$206,500	47%	\$108,581
Canal Maintenance & Operations						
8000	SCADA Maintenance	\$72	\$2,913	\$10,000	29%	\$7,087
8001	Diversion Facilities Maint.	\$843	\$23,602	\$20,000	118%	(\$3,602)
8002	Contracted Services	\$0	\$18,281	\$20,000	91%	\$1,719
8003	Chemicals	\$0	\$25,050	\$30,000	84%	\$4,950
8004	Canal Maintenance & Exp.	\$4,667	\$136,573	\$75,000	182%	(\$61,573)
8005	Pump Maintenance	\$611	\$12,100	\$30,000	40%	\$17,900
8006	Utilities / Pumping	\$25,793	\$90,774	\$135,000	67%	\$44,226
8007	Project Water Costs / USBR	\$0	\$565,422	\$900,000	63%	\$334,578
8008	Water Rights Protection	\$4,578	\$65,333	\$50,000	131%	(\$15,333)
8010	Water Transfer / Base Supply	(\$1,676)	\$593	\$0	0%	(\$593)
8019	High Groundwater Expense	\$0	\$7,743	\$15,000	52%	\$7,257
	Sub-Total	\$34,888	\$948,384	\$1,285,000	74%	\$336,616

Anderson Cottonwood Irrigation District
2024 Financial Status Report
Month Ending August 2024

Balance Summary

	Month To Date	Year To Date	2024 Approved Budget	Percent Used	Budget Over/Under
Total Expenditures	\$201,892	\$2,221,404	\$3,351,750	66%	\$1,130,346
Total Revenues	\$86,807	\$2,093,975	\$2,661,000	79%	\$567,025

Capital Improvement

	Month To Date	Year To Date	2024 Approved Budget	Percent Used	Budget Over/Under
1112 Land	\$0	\$0	\$0	0%	\$0
1114 Pumps	\$0	\$0	\$0	0%	\$0
1116 Trans & Distribution Plant	\$0	\$0	\$0	0%	\$0
1117 Equipment (Machinery)	\$0	\$124,990	\$150,000	83%	\$25,010
1118 Auto & Trucks	\$0	\$0	\$0	0%	\$0
1119 Buildings	\$0	\$13,600	\$24,000	57%	\$10,400
1120 Office Furniture & Equipment	\$0	\$0	\$10,000	0%	\$10,000
1123 Yard Improvement	\$0	\$0	\$1,500	0%	\$1,500
1124 Canal Lining & Pipe	\$12,404	\$3,728,265	\$3,875,000	96%	\$146,735
1125 Canal Safety Project	\$0	\$0	\$0	0%	\$0
1126 Main Canal Metering	\$0	\$0	\$0	0%	\$0
1127 Main Dam Improvement	\$0	\$0	\$0	0%	\$0
1132 Fish Screens	\$0	\$0	\$0	0%	\$0
1133 Fish Ladders	\$0	\$0	\$0	0%	\$0
1134 SCADA Equipment	\$0	\$60,071	\$50,000	120%	(\$10,071)
1135 Groundwater Program	\$0	\$0	\$0	0%	\$0
1136 Construction in Progress	\$0	\$0	\$0	0%	\$0
Total	\$12,404	\$3,926,926	\$4,110,500	96%	\$183,574

Anderson Cottonwood Irrigation District
2024 Financial Status Report
Month Ending August 2024

	L.A.I.F.	\$729,514				
	TCB Checking	\$294,939				
	Petty Cash	\$100				
	Imprest Cash	\$200				
	RBC Investments	\$8,726,819	**			
	Total Cash	\$9,751,572				

Breakdown Of Funds on Deposit	
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	General Fund	\$9,329,540				
	Equipment Reserve	\$228,791				
	Cap. Improvement Fund	\$183,574				
	Drainage Fund	\$25,000				
	Water Rights Protection	(\$15,333)				
	Total Cash	\$9,751,572				

RBC Wealth Management Accounts Breakdown (as of 08/31/2024)

[illegible]

Anderson Cottonwood Irrigation District

Payroll Register

For the Period From Aug 1, 2024 to Aug 31, 2024

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Amount
24-01 Stille, Amy R. 20519 8/7/24	Mainl Vacation	57.50 25.05	1,603.80
12A White, Teresa L. 0141 8/15/24	Finance_Ma		2,611.20
22-03 Duncan, Benjamin 0142 8/15/24	General_Mg		2,188.37
23 Passmore, Scott C. 0143 8/15/24	Main_Sup	88.00	2,090.19
23-05 Miller, Colleen M. 0144 8/15/24	SickLeave Admin_Spe	9.75 79.25	1,721.24
23-09 Carlisle, Bradley S. 0145 8/15/24	WO WO_OT	88.50 7.00	2,107.94
24-02 Chabolla, Jordan B. 0146 8/15/24	WO WO_OT	88.00 28.00	2,464.27
24-03 Ruiz, Daniel J. 0147 8/15/24	General_Mg		4,787.02
24-04 Cabral, Daniel J. 0148 8/15/24	WO WO_OT	80.00 5.00	1,552.44
33 Vega, Phillip 20521 8/15/24	Ops_Sup Overtime Vacation	63.00 2.00 17.00	2,047.60

Anderson Cottonwood Irrigation District
Payroll Register

For the Period From Aug 1, 2024 to Aug 31, 2024

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Amount
23-10 Cardwell, Robert J. 20522 8/15/24	Overtime WO	17.00 88.00	2,355.44
23-13 Brian, Johnson J. 20523 8/15/24	Sick_Leave WO MainIII	4.00 31.00 52.50	1,786.07
21-11 Jensen, Jason A. 20524 8/15/24	Equip_Oper Overtime Sick_Leave	87.50 2.00 0.50	1,906.78
12A White, Teresa L. 0149 8/30/24	Finance_Ma		2,611.20
22-03 Duncan, Benjamin 0150 8/30/24	Ops_Manag		2,188.37
23 Passmore, Scott C. 0151 8/30/24	Main_Sup Overtime	88.00 8.50	2,389.03
23-05 Miller, Colleen M. 0152 8/30/24	SickLeave Admin_Spe	1.50 86.50	1,703.19
23-09 Carlisle, Bradley S. 0153 8/30/24	Overtime WO	15.00 91.50	2,343.76
24-02 Chabolla, Jordan B. 0154 8/30/24	Overtime WO	7.50 92.50	2,058.91
24-03 Ruiz, Daniel J. 0155	General_Mg		4,787.02

Anderson Cottonwood Irrigation District
Payroll Register

For the Period From Aug 1, 2024 to Aug 31, 2024

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Amount
8/30/24			
24-04 Cabral, Daniel J. 0156 8/30/24	Overtime WO	6.00 89.00	1,748.11
21-09 Wilson, Kyle D. 20530 8/30/24	MainII Overtime WO	63.00 2.00 16.00	1,503.14
21-11 Jensen, Jason A. 20531 8/30/24	Equip_Oper Vacation	80.00 8.00	1,847.67
23-10 Cardwell, Robert J. 20532 8/30/24	Overtime WO	12.50 89.00	2,259.21
23-13 Brian, Johnson J. 20533 8/30/24	Overtime WO MainIII WO_OT	4.00 40.00 47.00 1.00	1,930.16
33 Vega, Phillip 20534 8/30/24	Ops_Sup Overtime	88.00 19.00	2,796.25
Summary Total 8/1/24 thru 8/31/24	General_Mg Finance_Ma SickLeave Vacation Ops_Manag Overtime MainII Ops_Sup Equip_Oper Admin_Spe Sick_Leave Main_Sup WO MainIII WO_OT	 11.25 50.05 95.50 120.50 151.00 167.50 165.75 4.50 176.00 793.50 99.50 41.00	59,388.38

Anderson Cottonwood Irrigation District
Payroll Register
For the Period From Aug 1, 2024 to Aug 31, 2024

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

Employee ID Employee Reference Date	Pay Type	Pay Hrs	Amount
Report Date Final Total 8/1/24 thru 8/31/24	General_Mg		59,388.38
	Finance_Ma		
	SickLeave	11.25	
	Vacation	50.05	
	Ops_Manag		
	Overtime	95.50	
	MainII	120.50	
	Ops_Sup	151.00	
	Equip_Oper	167.50	
	Admin_Spe	165.75	
	Sick_Leave	4.50	
	Main_Sup	176.00	
	WO	793.50	
	MainIII	99.50	
	WO_OT	41.00	

Electronic Federal Tax Payment System Transactions (EFTPS)					
Federal Payroll Taxes					
Date	Payroll Period	Amount	Comments		
8/15/2024	7/29/24 - 8/12/24	\$8,625.71	EFTPS for P/R taxes		
8/31/2024	8/13/24 - 8/27/24	\$9,052.42	EFTPS for P/R taxes		
Automated Clearing House (ACH)					
State Payroll Taxes					
8/15/2024	7/29/24 - 8/12/24	\$1,634.65	ACH for P/R taxes		
8/31/2024	8/13/24 - 8/27/24	\$1,784.31	ACH for P/R taxes		
Voided and/or Missing Checks					
Check #	Issued To:	Amount	Check Date	Comments	Date Voided
20520	JasonJenson	\$1,847.68	8/15/2024	Wrong hours used	8/15/2024
20525 - 20529				Wrong form used/checks unusable	8/30/2024
312260 - 31262				checks printed upside down	8/5/2024
31269	City of Redding	\$296.65	8/2/2024	wrong amount used	8/2/2024

Anderson Cottonwood Irrigation District

Cash Disbursements Journal

For the Period From Aug 1, 2024 to Aug 31, 2024

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
8/2/24	31255	6023	monthly telephone/Internet charges	380.69	
		1308	Charter Communications		380.69
8/2/24	31268	1124	Emergency Canal lining project	6,305.20	
		6018	land assessment engineering report for June	3,917.40	
		1308	Provost & Pritchard		10,222.60
8/2/24	31270	7009	invoice # 71968 - 71971 for shop cleaning	280.00	
		7009	invoice # 59321-59324 cleaning for office	280.00	
		1308	Sarah's Scottish Maids		560.00
8/2/24	31272	2222	union dues for August	847.00	
		1308	Teamsters Local No. 137		847.00
8/2/24	31273	8001	monthly charges for cell phone service, cameras at diversion facility	567.05	
		1308	Verizon		567.05
8/2/24	31274	6023	monthly power for diversion facilities	269.65	
		1308	City Of Redding		269.65
8/5/24	31250	6008	Condemnation issues - Shasta County & CAED	648.96	
		1308	Abbott & Kindermann, Inc		648.96
8/5/24	31251	7005	back window for excavator	365.87	
		1308	Anderson Glass		365.87
8/5/24	31252	7002	4 new tires on pickup #1	988.19	
		1308	Anderson Tire Pros		988.19
8/5/24	31253	8004	milled lumber/delivered	840.00	
		1308	James Boyd Trucking		840.00
8/5/24	31254	2224	withholding for 7/31/24 payroll	237.50	
		1308	California State Disbursement Unit		237.50
8/5/24	31256	6001	enrollment fee/new hire DOT	350.00	
		1308	Compliance Associates		350.00
8/5/24	31257	5114	withholding for 7/31/24 pay period	165.53	
		2226	withholding for 7/31/24 pay period	250.00	
		1308	Edward Jones - Ben Swim		415.53
8/5/24	31258	7008	maxidry glove	8.61	
		1308	Fasteners INC		8.61
8/5/24	31259	7008	water container, versa strap, flashlight, keys, ice machine cleaning supplies	115.38	
		1308	Hardware Express		115.38
8/5/24	31263	7007	reimburse for boot allowance	150.00	

Anderson Cottonwood Irrigation District
Cash Disbursements Journal

For the Period From Aug 1, 2024 to Aug 31, 2024

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	Jason Jensen		150.00
8/5/24	31264	8008	general services, Water	339.00	
			Rights assistance		
		1308	MBK Engineers		339.00
8/5/24	31265	5019	health insurance for	4,016.00	
			August-Admin		
		5119	health insurance for	4,164.00	
			August-T&D		
		1308	N.C.G.T. Security Fund		8,180.00
8/5/24	31266	6010	tailored management plan-	829.50	
			July		
		1308	Obsidian IT		829.50
8/5/24	31267	6023	monthly charges for	1,326.60	
			office/ship		
		8006	monthly power for well	44.43	
			#1/Barney St		
		8006	monthly power for	1,498.79	
			Anderson Creek pump		
		8006	monthly power for Well	34.15	
			#2/Crowley		
		8006	monthly power for Perrys	543.17	
			pond pump		
		8006	monthly power for	1,672.97	
			Dymescih pond pump		
		8006	monthly power for Lat	2,809.24	
			#46 pump		
		1308	Pacific Gas & Electric		7,929.35
8/5/24	31271	8005	service pump on Lone	494.19	
			Tree Rd/Webb		
		1308	J & J Pumps, INC		494.19
8/8/24	31275	6001	drug test/post accident	101.00	
		1308	Compliance Associates		101.00
8/8/24	31276	8004	invoices (6) for June and	933.56	
			July		
		1308	Loucks Landscape Supply		933.56
8/8/24	31277	7008	repair fence/ accident	381.47	
		1308	Neil Fairburn Sprinkler		381.47
			Service		
8/8/24	31278	7005	Invoice #15067 lock	509.59	
			assembly for door		
			excavator		
		7005	500 hour check on	867.62	
			excavator		
		1308	Nor Cal Rentals		1,377.21
8/8/24	31279	1124	final billing for canal	1,036,665.68	
			lining project		
		1308	Steve Manning		1,036,665.68
			Construction, Inc.		
8/8/24	31280	7008	chainsaw file	10.71	
		1308	Valley Supply Ace		10.71
			Hardware		
8/8/24	31281	6023	invoice # 3-00437-45001	149.81	
			garbage for shop/office		
		8004	invoice # 29-19710-33004	1,888.19	
			dumpster at Barney Street		
		1308	Waste Management		2,038.00

Anderson Cottonwood Irrigation District

Cash Disbursements Journal

For the Period From Aug 1, 2024 to Aug 31, 2024

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
8/8/24	31282	6004	phones not working/ test	93.75	
		1308	and power cycle modem World Telecom & Surveillance INC		93.75
8/8/24	31283	7002	flat repair F150, wheel	370.74	
		1308	switch, new tire for F150 picku #11 Les Schwab Tires		370.74
8/8/24	31284	5014	pension for July- Admin	351.44	
		5114	pension for July- 5114	3,170.60	
		1308	Western Conf. Team. Pension		3,522.04
8/15/24	31285	6023	water usage for July	17.59	
		1308	City Of Anderson		17.59
8/15/24	31286	2224	withholding 8/15/24	300.00	
		1308	payroll/DC CA State Disbursement Unit		300.00
8/15/24	31287	2224	withholding 8/15/24 / JJ	237.50	
		1308	CA State Disbursement Unit		237.50
8/15/24	31288	6003	monthly copies for copier /	340.47	
		1308	office Carrel's Office Machines		340.47
8/15/24	31289	8004	invoice # 1866579, parts	570.85	
		1308	for main canal vent pipe/ repair Ferguson Waterworks #1423		570.85
8/15/24	31290	7000	monthly gasoline/diesel	6,328.82	
		1308	fuel charges Flyers Energy, LLC		6,328.82
8/15/24	31291	5111	temp labor (JD) for	4,170.48	
		1308	7/11/24 & 7/25/24 K S Staffing Solutions Inc.		4,170.48
8/15/24	31292	6008	general	1,701.00	
		8008	Preservation of water	3,091.50	
		1308	rights Minasian Law LLP		4,792.50
8/15/24	31293	8000	SCADA/Linda Lane	17.36	
		1308	Cottonwood Pacific Gas & Electric		17.36
8/15/24	31294	7002	tow pickup to yard after	185.00	
		1308	accident Premier Towing		185.00
8/15/24	31295	7002	oil change for 3	304.20	
		1308	pickups-July #1, #11 and GM car Primier Oil Change		304.20
8/15/24	31296	8006	monthly power for	489.24	
		8006	Progress Drive pump	18,701.50	
		8000	monthly power for Churn Creek pumps monthly power for SCADA,Bonnyview	55.00	

Anderson Cottonwood Irrigation District
Cash Disbursements Journal
For the Period From Aug 1, 2024 to Aug 31, 2024

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	City Of Redding		19,245.74
8/15/24	31297	8005	service and repair compressor	87.64	
		1308	Rogers Machinery Company INC.		87.64
8/15/24	31298	7008	muck boots, canopy, porta cool,	3,485.93	
		6003	copy paper, Fat Cow web, postage for Cert Mailings, pens, checks from Sage	1,883.75	
		6010	Linux monthly charges	281.45	
		6013	business lunch	25.37	
		6002	Pesticide Regulation/BD	180.00	
		7005	CED for Perrys Pond repair	764.66	
		8001	Atlas Polar diversion facilities repair	373.85	
		1308	Tri Counties Bank		6,995.01
8/15/24	31299	2226	retirement for 7/31/24 and 8/15/24	150.00	
		1308	Variable Annuity Life Ins. Co.		150.00
8/15/24	31300	5114	retirement for 8/15/24 pay period	165.53	
		2226	withholding for BD, 8/15/24 pay period	250.00	
		1308	Edward Jones - Ben Swim		415.53
8/19/24	31301	6003	Notary for SAMS.gov and City of Redding	95.00	
		1308	Linda Clares		95.00
8/21/24	31302	6003	notary services for SAMS	65.00	
		1308	Linda Clares		65.00
8/22/24	31303	6001	new hire drug test	64.00	
		1308	Compliance Associates		64.00
8/22/24	31304	5111	Invoices # 301025,301150,300717,3 00914, temp labor for one employee, 4 weeks	8,313.50	
		1308	K S Staffing Solutions Inc.		8,313.50
8/22/24	31305	7009	office cleaning for shop/office, 2 weeks	280.00	
		1308	Sarah's Scottish Maids		280.00
8/22/24	31306	8008	NRDC	236.28	
		8008	2019 PCFFA Lit - ACID	911.84	
		1308	Somach Simmons & Dunn		1,148.12
8/22/24	31307	7008	gearbox grease,oil filler cap, panel air filter, labor to repair trimmer bike handle	846.06	
		1308	Stroup's Power Equipment, INC		846.06
8/22/24	31314	6003	Notary for FSD/SAM renewal	65.00	
		1308	Linda Clares		65.00
8/29/24	31308	6008	Condemnation Issue - Shasta County @ CAED	2,379.51	

Anderson Cottonwood Irrigation District

Cash Disbursements Journal

For the Period From Aug 1, 2024 to Aug 31, 2024

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	Abbott & Kindermann , Inc		2,379.51
8/29/24	31309	2224	withholding for 8/30/24 payroll/JJ	237.50	
		1308	CA State Disbursement Unit		237.50
8/29/24	31310	2224	withholding for 8/30/24 payroll, DC	300.00	
		1308	CA State Disbursement Unit		300.00
8/29/24	31311	6023	monthly charges for Internet and telephones	380.53	
		1308	Charter Communications		380.53
8/29/24	31312	5114	retirement for 8/30/24 pay roll period	165.53	
		2226	withholding for 8/30/24 pay period	250.00	
		1308	Edward Jones - Ben Swim		415.53
8/29/24	31313	8004	metal for Lat 3 repair	434.23	
		1308	Gerlinger Steel & Supply		434.23
8/29/24	31315	8005	pool pole for Churn Creek pumps	29.08	
		7008	keys for shop, file box file handle, threadlocker	61.10	
		1308	Hardware Express		90.18
8/29/24	31316	7008	hose nozzle/ pipe nipple	49.77	
		1308	BDI		49.77
8/29/24	31317	5019	health insurance for September, Admin	2,531.00	
		5119	health insurance, Sept, T&D	4,936.00	
		1308	N.C.G.T. Security Fund		7,467.00
8/29/24	31318	1124	Canal lining Project	6,098.71	
		6018	Land Assessment	4,946.60	
		1308	Provost & Pritchard		11,045.31
8/29/24	31319	8001	diversion facilities monthly power	268.00	
		1308	City Of Redding		268.00
8/29/24	31320	2226	457 W/H for 8/30/24 payroll	75.00	
		1308	Variable Annuity Life Ins. Co.		75.00
8/29/24	31321	6023	monthly charges for cell phones	549.62	
		1308	Verizon		549.62
	Total			1,158,960.78	1,158,960.78

Anderson Cottonwood Irrigation District

Operating Summary

Beginning Cash Balance 01/01/2024

Budget Item	2024 Year To Date	2024 Projected Year End	2024 Approved Budget
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Revenues

Income	\$1,428,861	\$1,429,000	\$1,706,500
Property Tax & Interest	\$665,114	\$1,219,100	\$954,500
Total Revenues	\$2,093,975	\$2,648,100	\$2,661,000

Expenses

Salaries & Benefits	\$905,297	\$1,394,853	\$1,462,900
Administration	\$269,804	\$349,520	\$397,350
General Maintenance	\$97,919	\$126,500	\$206,500
Canal Maintenance / Operations	\$948,384	\$1,100,000	\$1,285,000
Total Expenses	\$2,221,404	\$2,970,873	\$3,351,750

Capital Improvements

Equipment (<i>Dump Truck</i>)	\$124,990	\$124,990	\$150,000
Buildings (<i>ADA Ramp</i>)	\$13,600	\$13,600	\$24,000
Office Furniture & Fixtures	\$0	\$0	\$10,000
Yard Improvement	\$0	\$0	\$1,500
Canal Lining & Pipe	\$3,728,265	\$3,966,134	\$3,875,000
SCADA Equipment	\$60,071	\$60,071	\$50,000
Total Capital Improvements	\$3,926,926	\$4,164,795	\$4,110,500

Total Expenditures	\$6,148,330	\$7,135,668	\$7,462,250
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Ending Balance 12/31/2024	(\$4,054,355)	(\$4,487,568)	(\$4,801,250)
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Cash Analysis

Beginning Cash Balance 01/01/2024	\$13,358,389
2024 Cash Deficit for 2024	(\$4,487,568)
Projected Cash Banlance12/31/2024	\$8,870,821

Main Canal Efficiency & Drought Resiliency Project



Introduction

The District's main conveyance has become a priority. The three prioritized objectives are to increase flow efficiency, minimize water loss, and improve access. There have been issues identified with vegetation overgrowth, fence encroachment, and rodent damage. Over time, erosion has caused sediment to move down the canal and deposit itself in various locations creating inconsistencies in the water channel. This has left the top of the levy difficult for district vehicles to access in some areas. District staff have spent a significant amount of time monitoring, documenting, and focusing on the three main objectives and how to accomplish them.

Objectives

1. Access

- Remove vegetation encroaching on canal levy
- Remove fencing encroaching on canal levy
- Reshape levy top for District vehicle access

2. Increase Flow Efficiency

- Salvage soil within work area
- Minimize imported soil
- Import-utilize District stockpile of fill dirt
- Import- clay based soil from Hawes Farm
- Reshaping the water channel to remove any inconsistencies and reduce surface friction in the water channel
- Reshape to remove any surface damage done by rodents

3. Minimize Water Loss

- Tree roots have penetrated the levy
- Remove large trees and stumps – marked with paint
- Remove ALL dead trees within scope of work
- Remove vegetation from inside/top/outside of canal levy to the toe of slope.
- **Compaction**
 - Compact canal profile and levy top to an acceptable level
 - Compaction will decrease space between soil particles
 - Compaction will cave in any internal damage from rodents
 - Compaction will mitigate opportunity for water to escape the water channel

The overall objective is to take what the District has and make it better. District staff is proposing maintenance and repairs to the Main Canal for the 2024/2025 off season. Attached are basic maps and brief explanations of the three proposed areas to be considered for the work window of November 1, 2024, through April 1, 2025. We are looking to accomplish these goals by sole sourcing contractor services on a time and material basis or a linear foot price. The District will use the experience and knowledge of trusted contractors to achieve District objectives in the timeliest and most financially efficient manner possible.

Collectively, the scope of work to accomplish each objective compliments each other for an overall finished product. Management is asking the Board of Directors to consider investing in the infrastructure to improve the overall operation and longevity of the system.

Spring Gulch Flume to 2nd St.

Management is requesting improvements to a 7,850ft stretch between the downstream side of Spring Gulch Flume to 2nd St. This section between Spring Gulch Flume and 2nd St is a historic flood plain prior to A.C.I.D. and urban development. The Main Canal is also situated approximately 20ft above the flood plain. Every year, for a month or more after the canal is charged, there is a period when the water table is high. This time frame is the transition from spring into summer before the water table subsides for the summer season.

In this section of the Main Canal, the canal bank has multiple issues.

Vegetation

- This section of canal bank has blackberries, small trees, large trees growing from the side of the bank, and encroaching fences
- Large portion is within the burn scar of the Peter Fire
- Substantial amount of burnt trees on the canal levy
- Burnt trees at risk of falling into the canal on the upslope side of the canal
- Tree roots and rodent holes are penetrating the canal bank

Rodent Damage

- Holes on access road
- Holes on canal levy around trees

Fences

- Fences installed on canal levy are limiting access and maintenance for District staff.

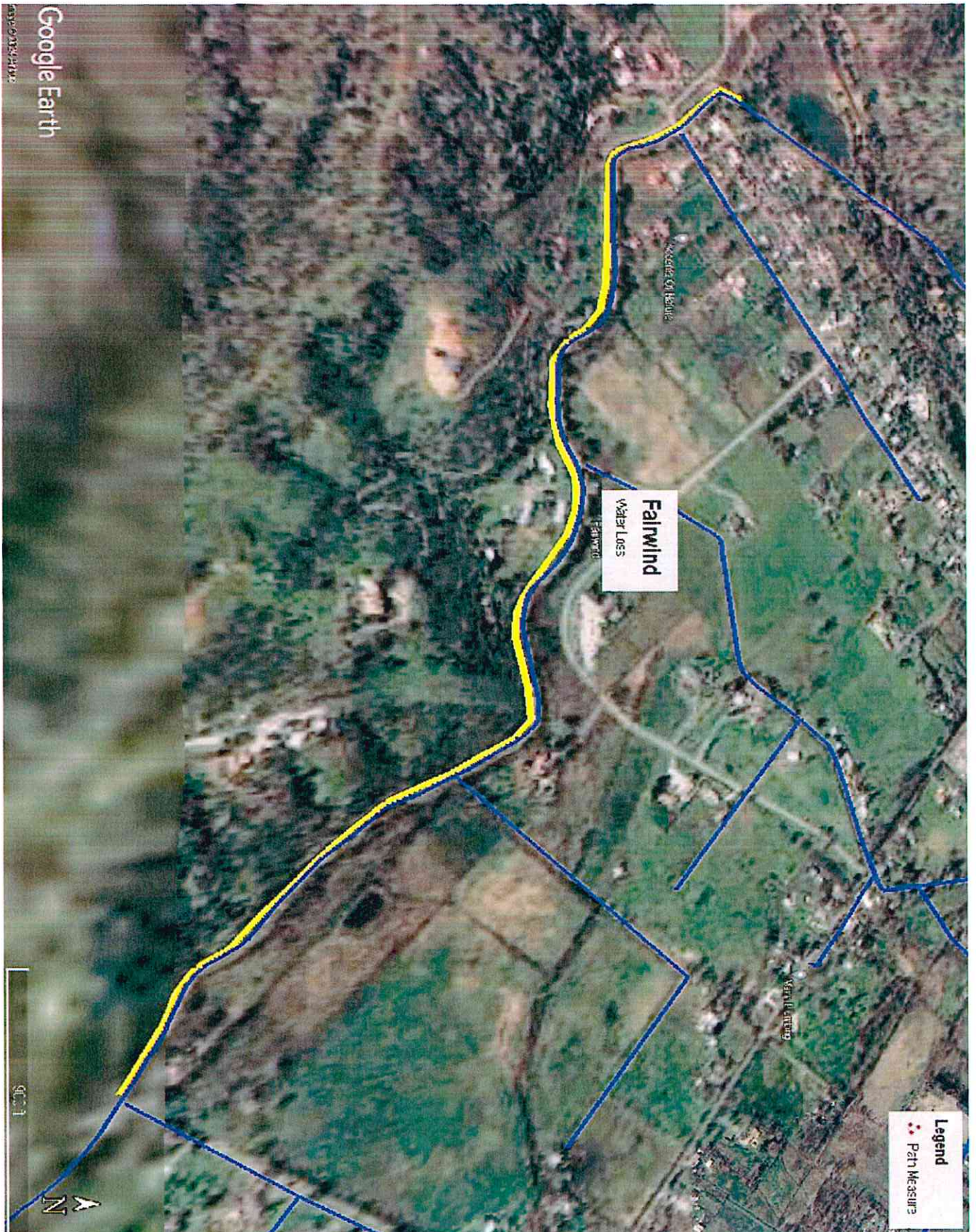
Operations Manager recommends the following during the 2024/2025 off season:

1. Use contractor to find beginning and end grade of project to calculate fall for final grade of the bottom of the canal
2. Remove all fencing down to the toe of the slope
3. De-veg – remove woody vegetation, large trees, and burnt trees
4. Reshape and re-compact canal bottom, banks, and access road

Project	Linear feet	\$/ft	Total
Spring Gulch	7850ft	\$250/ft (approx.)	\$1,962,500

The District has had success with different applications to mitigate water loss. Those applications are lining the canal, compacting the canal levy and coring the bank. District Staff is proposing the entire 7850 ft. section of the Main Canal from downstream side of Spring Gulch Flume to 2nd St. be re shaped, recompacted, and vegetation be removed to mitigate water loss.

The General Manager and the Infrastructure ad hoc Committee will need to determine work boundaries if the proposed work boundaries are changed. Also, a determination on fencing installed on the canal levy is needed prior to starting work. Following any improvements to the proposed work area, District Staff will be better able to control vegetation with chemical applications.



Panorama

Management is requesting improvements to a 2 -mile section of canal running through a low-lying area with built up canal levies from the Old Mill. The canal then transitions to running along the bottom of a hill side approximately 20' higher than Panorama Point Rd. and the Union Pacific Railroad. Water loss has been observed at every large tree growing on the canal levy, ultimately making its way down the hill and stacking up onto the side of Panorama Point Rd.

Observed issues:

- 1) Rodent holes
 - On surface of access road
 - Areas surrounding large trees
- 2) Vegetation
 - Mature trees growing on the outer bank of the canal
 - Blackberries and woody vegetation
- 3) Water Loss
 - Roots of large trees penetrating the canal levy
- 4) Fences
 - Installed on canal levy

Operations Manager recommends the following during the 2024/2025 off season:

5. Use contractor to find beginning and end grade of project to calculate fall for final grade of the bottom of the canal
6. Remove all fencing down to the toe of the slope
7. De-veg – remove woody vegetation and large trees
8. Reshape and re-compact canal bottom, banks, and access road

Project	Linear feet	\$/ft	Total
Panorama	10,500	\$200/ft (approx.)	\$2,100,000

The General Manager and the Infrastructure ad hoc Committee will need to determine work boundaries if the proposed work boundaries are changed. Also, a determination on fencing installed on the canal levy is needed prior to starting work. Following any improvements to the proposed work area, District Staff will be better able to control vegetation with chemical applications.



Jim Dandy to Locust

Management is requesting improvements to a 7800 ft. section of the Main Canal connecting Jim Dandy Rd. and Locust Rd. This portion of the canal is part of a section that has four 90-degree turns in approximately ¼ mile. Water inherently backs up as it slows down through the turns before and after Jim Dandy Rd. Flow efficiency is vital, particularly in this section, because it is the exit of a slow section and is fast moving before it slows back down at Locust Rd. These improvements will address multiple issues.

Accessibility

- Levy road is unsafe and difficult for District Staff to access. Currently Staff must access the canal from individual properties and/or walk through fields to get to each turnout to deliver water.
- Cross fences spanning the access road add to the accessibility issue. Most of the cross fences are wired together hog panels, which are very difficult to maneuver out of the way for a vehicle to pass through and then put back.
- Costs the District unnecessary man hours. Having a clear passage for Staff to access District facilities is more efficient than the status quo.

Rodent/Livestock Damage

- Livestock traffic has created erosion to the tops and sides of the levy
- Rodents have burrowed into or through the levy
- Damage decreases canal capacity
- These issues will be corrected with the overall scope of work.

Vegetation

- Low hanging branches in the water collects and backs up debris
- Removal of vegetation from the upslope side down to the toe of the slope on the levy bank will correct issues vegetation is creating

Water efficiency

- Decreased Velocity - Inconsistent shape and grade
- Water loss – rodent/livestock Damage.
- Overgrown vegetation – collects surface debris and backs up and creates surface friction.

Collectively, with all the issues listed, water is not able to move efficiently through the water channel.

- Reshaping the canal to a desired profile and removing vegetation will increase the efficiency of water flows
- A Cal Poly study shows that compaction decreases water loss by 87%
- Board direction on a plan to protect the District's investment preventing future livestock damage

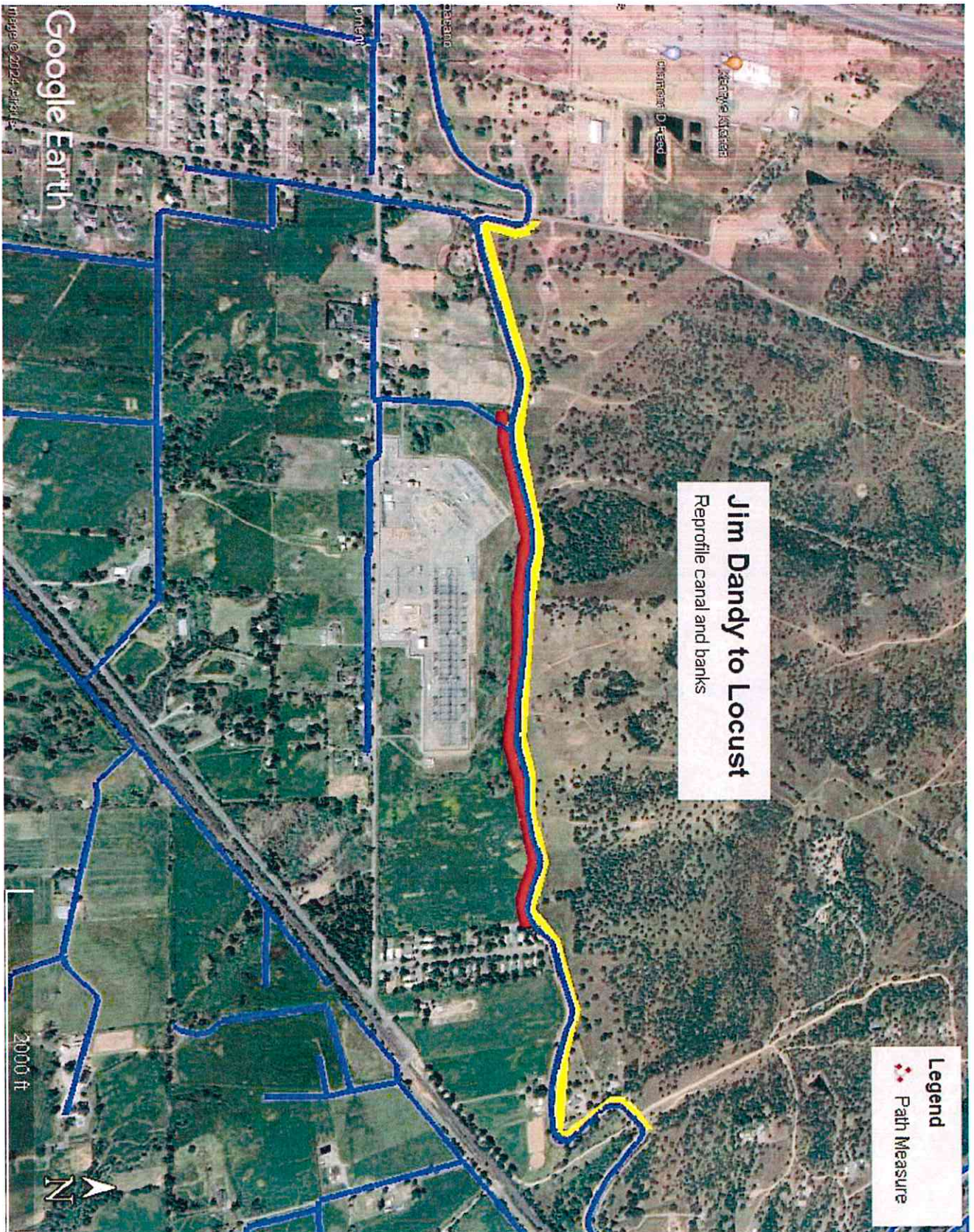
Recommendations

Operations Manager recommends reshaping and compaction to increase efficiencies to the Main canal. District staff will implement a chemical application schedule once repairs are done to control any future vegetation.

Operations Manager recommends the following during the 2024/2025 off season:

1. Use contractor to find beginning and end grade of project to calculate fall for final grade of the bottom of the canal
2. Remove all fencing down to the toe of the slope within the scope of work
3. De-veg – grub out vegetation, within the scope of work
4. Reshape and re-compact canal bottom, banks, and access road

Project	Linear feet	\$/ft	Total
Jim Dandy to Locust	7800ft	\$200/ft (approx.)	\$1,560,000



Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Shasta

1450 Court Street Suite 108

Redding, CA 96001

From: (Public Agency): Anderson-Cottonwood Irrigation District
2810 Silver Street
Anderson, CA 96007

(Address)

Project Title: Off-Season Maintenance and Capital Improvement

Project Applicant: Anderson-Cottonwood Irrigation District (ACID)

Project Location - Specific:

1) Spring Gulch Flume to 2nd St.; 2) Jim Dandy to Locust; 3) Panorama (see map)

Project Location - City: _____ Project Location - County: Shasta

Description of Nature, Purpose and Beneficiaries of Project:

Routine maintenance of existing irrigation system for the benefit of the ACID and its customers. The maintenance will occur during the irrigation off-season at the 3 locations referenced herein. Trees and vegetation which have accumulated along the toe of the ditch will be removed.

Name of Public Agency Approving Project: Anderson-Cottonwood Irrigation District (ACID)

Name of Person or Agency Carrying Out Project: Anderson-Cottonwood Irrigation District (ACID)

Exempt Status: **(check one):**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number: Existing Facilities (Guidelines section 15301)
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

Project consists of the repair, maintenance, and minor alteration of existing irrigation facilities involving negligible expansion of existing and former uses. Project has no significant environmental effects. The project is additionally exempt from permitting under the Clean Water Act, section 404, for maintenance of serviceable structures, which will not result in changes to the character, scope, or size of the original fill design (33 CFR 323.4(a)(2).)

Lead Agency

Contact Person: Daniel Ruiz Area Code/Telephone/Extension: 530-365-7329

If filed by applicant:

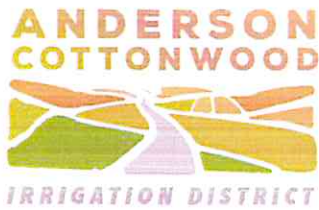
1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes ☐ No ☒

Signature: _____ Date: _____ Title: General Manager

☐ Signed by Lead Agency ☒ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____



Dan Woolery
President, Division 3

James Rickert
Vice President, Division 5

Ronnean Lund
Director, Division 1

Audie Butcher
Director, Division 2

Steve McCarley
Director, Division 4

Daniel Ruiz
General Manager

General Manager Report

For September 2024 Board Meeting

ACID Point of Diversion Kick-off Meeting: Our ad hoc Committee met with the Jacobs team and Thad Bettner, SRSC Group on August 16th to kickoff ACID's point of diversion change discussion. We discussed conceptual design and three site alternatives. One main issue exposed while discussing the three alternative sites is the fact the river is very shallow at each of the three studied areas. A shallow river could lead to an immensely big structure to provide the required diversion flows if the District chose to stay with one diversion site. Other discussion topics included, required diversion flows, solar offset sizing, diversion dam decommissioning, District storm water drain obligations, customer base loss on north end of District, diversion location change permitting, and future funding strategies.

Off-season Proposed Work Site Visit: On August 21st, Ops Manager Ben Duncan and I met with Danny Kerns, Provost and Prichard to tour several proposed sites for off season capital improvements on the main canal. We invited Danny to provide a bid proposal for the site we surveyed earlier this year, Jim Dandy to Locust. Danny felt comfortable making a bid proposal for this site since we have reliable survey data. The other sites proposed do not have accurate survey data and we mutually agreed that could pose a problem if the District were to force a bid process with so many unknowns. After speaking with District council, Dustin Cooper, he provided information about the ability of the District to do a "sole source contract" on a time and material basis. We will be discussing this in more detail on agenda item 5b.

Western Area Power Authority (WAPA) Condemnation Update: Special Council and District Council have been working on a Memorandum of Understanding between WAPA and ACID to satisfactorily resolve ACID's involvement in the condemnation action. ACID would acknowledge we are not owed any money out of the condemnation action; however, WAPA would acknowledge that ACID is reserving all rights and claims regarding seepage and that the condemnation by WAPA does not extinguish any of ACID's rights or claims to seepage should it occur in the future.

Draft Agreement for Grant Management Services in Relation to Point of Diversion Change, ACID & SRSC: This agreement is still with our District council under legal review. Once finished with legal review, I will bring this Agreement to our ad hoc committee for input before bringing it to the full Board for final approval. I'm hopeful the final approval request will be before you in October.

Meetings/Presentations:

- Todd Manley, (NCWA) Roger Gwinn (Ferguson Group) & Thad Bettner (SRSC) on future funding for alternative diversion location (8/28)
- NCWA Water Management Series (8/19)
- Clear Creek Siphon Fish Passage Project, 30% design meeting (8/19)
- LTO Table Top Exercise at RD 108 (8/27)
- Ad hoc Infrastructure Committee Meeting (9/4)