



Memo

To: Board of Directors
From: Jordan Dietz, General Manager
Date: July 20, 2021
Subject: Manager's Report

- 1. Covid-19 Response** – The office has reopened as of March 10th, 2021. Shields are in place at the front counter, a non-contact hand sanitizing station is provided in the entry foyer, and signage indicating that masks are required is placed in the foyer. The website has been updated to reflect these changes as well. Staff continue to monitor regulatory agencies for updates or rescission of any Executive Order relating to COVID-19.
- 2. Document Review with Ron Van Blarcom** – Counsel and I will continue to work on proposed changes and creation of District Policies.
- 3. Field Updates** – Field crews continue to work on seasonal work in addition to normal procedures, and have nearly completed tank and well site weed abatement and cleanup.

Concurrently, field staff have been making repairs and adjustments as listed in the District's 2020 Sanitary Survey, and are nearly complete with all outstanding items. New mesh has been installed at reservoir vents, and hatch seals are being installed where missing.

- 4. Electra Well Progress** – AdEdge technologies and CP Crowley have maintained excellent communication, and have begun work according to contract documents. At this time, staff have reviewed and approved the proposed equipment schedule and are working with the project manager on site design.

Field Supervisor Wood spent time at the site excavating and grading, and later brought a contractor to the site to review the plan and provide a bid.

- 5. Office Update** – Office Manager Larrie Davis will retire prior to our next meeting, and Jeanene Weiss will take over in her stead. We will miss her terribly and wish her all the best with travel plans and time with children and grandchildren!
- 6. Staff Meetings and Training** – Staff continue to train in-house, utilizing District-provided materials, as well as resources from the Special Districts Risk Management Authority.

Moving forward, staff meetings will continue as joint meetings between departments as well as individual meetings for each department. JPIA, CSDA and SDRMA all provide resources for training, and we are working to schedule for all staff.