

**MARIANA RANCHOS COUNTY WATER DISTRICT
BOARD OF DIRECTORS**

MEETING PLACE: DISTRICT OFFICE
9600 Manzanita Street, Apple Valley, CA

Thursday, October 17th, 2019
Starts at 9:30 am

*"The mission of the Mariana Ranchos County Water District is to efficiently
serve our customers with the highest quality water 24/7."*

**REGULAR MEETING
AGENDA**

1. **CALL MEETING TO ORDER:** Invocation and Pledge of Allegiance.
2. **ROLL CALL:** Directors - Ronald Dodge, Chuck Spini, Lauren Stewart, Patricia Stiles and Robert Critzman. Attorney Michael Silander will be attending by phone.

3. **APPROVAL OF AGENDA**

CONSENT AGENDA

4. A. Approval of the Minutes for the Regular Meeting of September 19th, 2019.
B. Approval of Financial Statements for September 2019. Copies are available upon request.

PUBLIC COMMENT

5. All comments are limited to 5 minutes, as recognized by the Chair. No action can be taken on subjects not on the Agenda. Please state the subject you wish to address or an item that you request to have on a future Agenda. Please also state your name and address for the record.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

NEW BUSINESS

6. A. Community Bulletin Board.
B. Date & Time for November Meeting/Potluck.
C. Preparation for GM Annual Performance/Salary Review and Contract renewal in November.

7. **ONGOING BUSINESS**

- A. Water in the State of California

8. **INFORMATION REPORTS**

- A. **ATTORNEY'S REPORT**
- B. **GENERAL MANAGER'S REPORTS**
 1. Monthly report on subjects not covered on the agenda.

9. **OTHER BUSINESS**

None

10. **CORRESPONDENCE/CONFERENCES/SEMINARS/MEETINGS/Training**

Current correspondence, conferences, seminars meetings and training will be noted and discussed for possible authorization and/or action. (All correspondence is available for review at the District office).

A. Grand Opening for MWA's Hydroelectric System, Monday, October 21st, 2019, 8:00am
Mojave Water Agency Central Operations Center – 7620 Deep Creek Road, Apple Valley, CA

11. **DIRECTOR'S COMMENTS**

Comments by individual Board Members concerning District business, which may be of interest to the Board and the public. No action is to be taken on comments made by the Board members other than to place a matter on a future Agenda.

12. **ADJOURNMENT**

*** A complete agenda packet containing all accompanying reports for this agenda is available through the District's website at : www.marianaranchoscwd.org ***

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the below agendized public meeting should be directed to the General Manager's office at (760) 247-9405 at least 24 hours prior to said meeting.

MARIANA RANCHOS COUNTY WATER DISTRICT

9600 Manzanita Street
Apple Valley, CA 92308

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

September 19, 2019

The Regular Meeting of the Board of Directors of the Mariana Ranchos County Water District (MRCWD) was called to order by Board President Dodge at 9:31 a.m. at the District office, 9600 Manzanita St., Apple Valley, CA.

ROLL CALL

PRESENT: President Dodge, Vice President Spini, Director Critzman, Director Stiles and Director Stewart

STAFF: James Hansen; General Manager and Alice Funderburk; Board Secretary and Attorney Michael Silander attending via phone

APPROVAL OF AGENDA

A 1st motion was made by Director Stewart to approve the agenda and a 2nd by Vice President Spini. No discussion; AYE's by Director's Dodge, Spini, Stewart, Stiles and Critzman, unanimous, motion carries at 100%.

CONSENT AGENDA

Director Stiles made a 1st motion to approve the minutes for the Regular Meeting held on August 15, 2019 and the Financial Statements for August 2019 and a 2nd by Director Stewart. No discussion; AYE's by Director's Dodge, Spini, Stewart, Stiles and Critzman, unanimous, motion carries at 100%.

PUBLIC COMMENT

No Public in attendance

NEW BUSINESS

- A. Set Aside funding for future expansion; Critzman lead the conversation regarding placing funds aside for new well and tank site in the Eastside of Mariana Ranchos at a higher elevation to provide current and future customers water service in the area where we do not supply water at this time. Board members had an extensive discussion on how to provide the constituents a clear view on how the monies will be allocated towards the purchase of land and costs of a well and tank in the financial documents. Director Critzman suggested that funds should be set aside for the purchase of a site (parcel) first which the General Manager is already looking into. Director Critzman made a 1st motion to create a sub account under item 053.2 – CIP Holding Fund and name it "Future Expansion" and end of each month transfer \$1,200 from the CIP Holding Fund to the sub account "Future Expansion". At the end of each quarter MRCWD will transfer monies from the "Future Expansion" fund to the interest bearing account 140.3 – Capital Improvement Fund Reserve in the LAIF. Director Stewart 2nd the motion, no further discussion, AYE's by Directors Dodge, Spini, Stiles, Stewart and Critzman, unanimous, motion carries at 100%

- B. Swearing in of newly appointed Directors: Board Secretary informed candidates; Robert W. Critzman and Charles J. Spini that they were appointed in-lieu of election by the Board of Supervisors on September 10, 2019. Board Secretary provided each candidate with the Oath of Office document and asked them to raise their right hand and read the oath out loud then sign and date the document to make the swearing of office official. Pictures were taken and certificates will be placed on the wall of the Board room.

ONGOING BUSINESS

- A. Approval of the Admin. & Water Code rewrite; GM went over two significant items with the Board: Section 3.04 Compensation for Meeting Attendance. Directors will be compensated \$130 for each Regular Meeting attended and \$50 for each Special Meeting attended which also includes workshops, committee meetings, training sessions or public meetings which are open to the public and which generate written minutes. Board members can only be compensated for attending 36 activities per year which includes the Regular Meetings. If it goes over 36 activities within the year they will not be compensated. Section 6.08 Quorum, Actions and Decisions. An example; if there are 5 members in the Board and only three showed up to the Board meeting, it is a quorum. But if they have to approve an item the vote has to be a yes by all three members; two yes votes will not approve an item to be unanimous, carrying a motion 100%. After some discussion, Director Critzman 1st motion to approve the Admin & Water Code and 2nd by Director Stewart. No further discussion, AYE's by Director's Dodge, Spini, Stiles, Stewart and Critzman, unanimous, motion carries at 100%

REPORTS

- A. Attorney Report: Michael thanked GM for assisting in the revision of the Admin. & Water Code documents. Also stated that we can rely on these documents for years with some updates in the future as the law changes or if the Board decides to make some adjustments. Michael congratulated the newly appointed Directors and stated that MRCWD has a good solid Board to make the right decisions for the district. No further discussion and Attorney was dismissed at 10:27 a.m.
- B. GM Report: GM went over his monthly report on subjects not covered on the agenda. The GM's report is available for review. GM went over the annual review for the Office Assistant and stated that she had a great review and continues to give great customer service to our customers; GM also gave the Office Assistant a 5% raise. Board members congratulated her on her performance; and her three years with MRCWD

OTHER BUSINESS

None

CONFERENCES/SEMINARS/MEETINGS

PRESIDENT/DIRECTOR'S COMMENTS

President Dodge: ACWA has a position opening up for Vice President and a candidate sent a letter to MRCWD Board members with her resume and would like our endorsement. If any member wants to endorse the candidate they can sign their name on the form and fax it.
Director Critzman: Since the compensation was increased for Board members he would like to put in the agenda next month to discuss an increase in compensation for the Board Secretary and would also like to discuss putting up a Community Bulletin Board at the office so our customers can post items for sale or services rendered and information about community activities etc.

ADJOURNMENT

A 1st motion was made by Director Critzman to adjourn the meeting at 10:50 a.m. and was 2nd by Vice President Spini. AYE's by Director's Dodge, Spini, Stewart, Stiles and Critzman, unanimous, motion carries at 100%.

Approved: _____

Ronald Dodge, Board President

Alice Funderburk, Board Secretary

Mariana Ranchos County Water District
Statement of Cash Flows for Board Meetings
September 2019

	<u>Sep 19</u>
OPERATING ACTIVITIES	
Net Income	14,456.01
Adjustments to reconcile Net Income to net cash provided by operations:	
405 - Customer Deposit	150.00
410 - Payroll - Parent:410.4 - Aflac E/E Withhold Pre Tax	<u>-12.16</u>
Net cash provided by Operating Activities	<u>14,593.85</u>
Net cash increase for period	14,593.85
Cash at beginning of period	<u>694,305.74</u>
Cash at end of period	<u>708,899.59</u>

10/11/19

Mariana Ranchos County Water District
Checking & Saving Accounts

Sep 30, 19

ASSETS

Current Assets

Checking/Savings

053 - US Bank Parent

053.1 - US Bank Checking #1161 36,490.21

053.2 - CIP Holding Fund 38,911.19

053.4 - Supplemental Water-Restricted 3,848.00

053.5 - Security Fee 4,891.63

053.7 - GM Discretionary Maintenance 2,983.75

053 - US Bank Parent - Other 0.10

Total 053 - US Bank Parent 87,124.88

140 - LAIF - Unrestricted - Parent

140.3 - Capital Improvement Fund Reserv 237,855.61

140.4 - Admin & General Fund Reserve 13,484.62

140.5 - Emergency Fund Reserve 38,117.48

140.6 - Operating Reserve Fund 53,081.00

140.7 - Rate Stabilization Fund Reserve 61,686.00

140.8 - Water Banking Fund Reserve 217,550.00

Total 140 - LAIF - Unrestricted - Parent 621,774.71

Total Checking/Savings 708,899.59

Total Current Assets 708,899.59

TOTAL ASSETS

708,899.59

LIABILITIES & EQUITY

0.00

Mariana Ranchos County Water District
Income Statement
September 2019

	Sep 19
Ordinary Income/Expense	
Income	
600 · Water Sales	38,736.70
606 · Late Fees	465.00
608 · Turn On/Off Service Warning	150.00
635 · Customer Refunds	0.00
655 · Inactive Meters	209.39
656 · Multiple Meters	184.38
657 · Security Fee	1,062.50
690 · Convenience Fees - Parent	
690.5 · Credit Card Fee	165.00
Total 690 · Convenience Fees - Parent	165.00
Total Income	40,972.97
Gross Profit	40,972.97
Expense	
800 · Payroll Exp - Parent	
800.1 · Field Labor	2,991.00
800.2 · Admin Salaries	1,805.50
800.3 · Board Meetings	
800.31 · Directors Compensation	0.00
800.32 · Board Secretary Compensation	50.00
Total 800.3 · Board Meetings	50.00
800.4 · General Manager Salary	7,293.20
800.6 · On Call (Pager)	120.00
800.8 · Payroll Taxes	934.93
800.9 · PR Process Co (QB-Benefit Mall)	107.29
Total 800 · Payroll Exp - Parent	13,301.92
801 · Installation/ Repair Supplies	
801.1 · Meter Installation supplies	432.04
Total 801 · Installation/ Repair Supplies	432.04
805 · Dig Alert	11.55
806 · Pumping Station Power-Parent	
806 2 · Well #2	38.81
806 3 · Moonbeam Booster	503.00
806 5 · Alegre Vista Booster	106.07
806 6 · Well #1	2,545.68
Total 806 · Pumping Station Power-Parent	3,193.56
810 · Field Repairs - Parent	
810.1 · Field Repairs	81.68
810.2 · Preventative Maint	112.00
810.3 · Maint Equip & Tools	233.78
Total 810 · Field Repairs - Parent	427.46
818 · Insurance - Parent	
818.2 · Property/Liability	1,868.36
Total 818 · Insurance - Parent	1,868.36
821 · Office Supplies - Parent	
821.5 · Office Sundries	11.49
Total 821 · Office Supplies - Parent	11.49

Mariana Ranchos County Water District
Income Statement
September 2019

	Sep 19
825 - Computer	
825.3 - Software	299.00
Total 825 - Computer	299.00
830 - Sales Tax (on purchases)	57.07
836 - Billing Fees - Parent	
836.4 - INV Cloud Monthly Charge	244.80
836.5 - 3rd Party Mailing Fees	45.00
Total 836 - Billing Fees - Parent	289.80
838 - System Improvements	2,881.58
851 - Legal Fees - Parent	
851.1 - Attorney/Legal	1,287.50
Total 851 - Legal Fees - Parent	1,287.50
855 - Office Utilities - Parent	
855.2 - SCE	166.13
Total 855 - Office Utilities - Parent	166.13
856 - Telephone - Parent	
856.1 - Office	208.80
856.2 - Internet	139.43
856.5 - Cell Phones	70.04
Total 856 - Telephone - Parent	418.27
857 - Membership Fees	433.00
858 - Repairs & Maint - Parent	
858.6 - District Line Repair	200.00
858.7 - Cleaning Service	120.00
858.9 - Gardner	50.00
Total 858 - Repairs & Maint - Parent	370.00
868 - Fuel - Parent	
868.1 - Gasoline	334.99
868.2 - Diesel	152.68
Total 868 - Fuel - Parent	487.67
870 - Personal Safety Equip - Parent	
870.1 - Personal Protect Equip	80.00
870.2 - Uniform (Cintas)	500.56
Total 870 - Personal Safety Equip - Parent	580.56
Total Expense	26,516.96
Net Ordinary Income	14,456.01
Net Income	14,456.01

Mariana Ranchos County Water District
Income Statement Previous Year Comparison jim

10/11/19

Accrual Basis

September 2019

	Sep 19	Sep 18	\$ Change	% Change
Ordinary Income/Expense				
Income				
600 · Water Sales	38,736.70	43,367.17	-4,630.47	-10.7%
606 · Late Fees	465.00	680.00	-215.00	-31.6%
607 · Turn Off/On Service Fees	0.00	50.00	-50.00	-100.0%
608 · Turn On/Off Service Warning	150.00	98.60	51.40	52.1%
609 · Hydrant Meter Rentals	0.00	3,179.50	-3,179.50	-100.0%
625 · Meeting Room Rental	0.00	50.00	-50.00	-100.0%
635 · Customer Refunds	0.00	0.00	0.00	0.0%
636 · Customer Returned Item Charges				
636.3 · Customer Returned Check Fee	0.00	50.00	-50.00	-100.0%
Total 636 · Customer Returned Item Charges	0.00	50.00	-50.00	-100.0%
655 · Inactive Meters	209.39	308.00	-98.61	-32.0%
656 · Multiple Meters	184.38	165.00	19.38	11.8%
657 · Security Fee	1,062.50	1,157.50	-95.00	-8.2%
690 · Convenience Fees - Parent				
690.5 · Credit Card Fee	165.00	201.00	-36.00	-17.9%
Total 690 · Convenience Fees - Parent	165.00	201.00	-36.00	-17.9%
Total Income	40,972.97	49,306.77	-8,333.80	-16.9%
Gross Profit	40,972.97	49,306.77	-8,333.80	-16.9%
Expense				
800 · Payroll Exp - Parent				
800.1 · Field Labor	2,991.00	2,016.00	975.00	48.4%
800.2 · Admin Salaries	1,805.50	1,650.00	155.50	9.4%
800.3 · Board Meetings				
800.31 · Directors Compensation	0.00	0.00	0.00	0.0%
800.32 · Board Secretary Compensation	50.00	50.00	0.00	0.0%
Total 800.3 · Board Meetings	50.00	50.00	0.00	0.0%
800.4 · General Manager Salary	7,293.20	7,080.78	212.42	3.0%
800.6 · On Call (Pager)	120.00	120.00	0.00	0.0%
800.8 · Payroll Taxes	934.93	822.58	112.35	13.7%
800.9 · PR Process Co (QB-Benefit Mall)	107.29	92.94	14.35	15.4%
Total 800 · Payroll Exp - Parent	13,301.92	11,832.30	1,469.62	12.4%
801 · Installation/ Repair Supplies				
801.1 · Meter Installation supplies	432.04	0.00	432.04	100.0%
Total 801 · Installation/ Repair Supplies	432.04	0.00	432.04	100.0%
802 · Water Quality Monitor - Parent				
802.1 · Monthly Water Quality Monitor	0.00	90.00	-90.00	-100.0%
Total 802 · Water Quality Monitor - Parent	0.00	90.00	-90.00	-100.0%
805 · Dig Alert	11.55	1.65	9.90	600.0%
806 · Pumping Station Power-Parent				
806 2 · Well #2	38.81	2,877.41	-2,838.60	-98.7%
806 3 · Moonbeam Booster	503.00	317.44	185.56	58.5%
806 5 · Alegre Vista Booster	106.07	111.28	-5.21	-4.7%
806 6 · Well #1	2,545.68	47.70	2,497.98	5,236.9%
Total 806 · Pumping Station Power-Parent	3,193.56	3,353.83	-160.27	-4.8%
810 · Field Repairs - Parent				
810.1 · Field Repairs	81.68	131.10	-49.42	-37.7%
810.2 · Preventative Maint	112.00	175.57	-63.57	-36.2%
810.3 · Maint Equip & Tools	233.78	128.42	105.36	82.0%
Total 810 · Field Repairs - Parent	427.46	435.09	-7.63	-1.8%
818 · Insurance - Parent				
818.2 · Property/Liability	1,868.36	0.00	1,868.36	100.0%
Total 818 · Insurance - Parent	1,868.36	0.00	1,868.36	100.0%
821 · Office Supplies - Parent				
821.5 · Office Sundries	11.49	6.45	5.04	78.1%
Total 821 · Office Supplies - Parent	11.49	6.45	5.04	78.1%

Mariana Ranchos County Water District
Income Statement Previous Year Comparison jim

10/11/19

Accrual Basis

September 2019

	Sep 19	Sep 18	\$ Change	% Change
825 - Computer				
825.2 - Hardware	0.00	81.86	-81.86	-100.0%
825.3 - Software	299.00	0.00	299.00	100.0%
Total 825 - Computer	299.00	81.86	217.14	265.3%
830 - Sales Tax (on purchases)	57.07	24.30	32.77	134.9%
836 - Billing Fees - Parent				
836.1 - Credit Card Fee (Bankcard Sage)	0.00	151.91	-151.91	-100.0%
836.2 - EFT Fees (Sage)	0.00	27.40	-27.40	-100.0%
836.4 - INV Cloud Monthly Charge	244.80	236.00	8.80	3.7%
836.5 - 3rd Party Mailing Fees	45.00	45.75	-0.75	-1.6%
Total 836 - Billing Fees - Parent	289.80	461.06	-171.26	-37.1%
838 - System Improvements	2,881.58	0.00	2,881.58	100.0%
851 - Legal Fees - Parent				
851.1 - Attorney/Legal	1,287.50	612.50	675.00	110.2%
Total 851 - Legal Fees - Parent	1,287.50	612.50	675.00	110.2%
855 - Office Utilities - Parent				
855.2 - SCE	166.13	235.87	-69.74	-29.6%
Total 855 - Office Utilities - Parent	166.13	235.87	-69.74	-29.6%
856 - Telephone - Parent				
856.1 - Office	208.80	206.56	2.24	1.1%
856.2 - Internet	139.43	139.43	0.00	0.0%
856.5 - Cell Phones	70.04	34.87	35.17	100.9%
Total 856 - Telephone - Parent	418.27	380.86	37.41	9.8%
857 - Membership Fees	433.00	420.00	13.00	3.1%
858 - Repairs & Maint - Parent				
858.3 - Tank Maint Program	0.00	2,693.36	-2,693.36	-100.0%
858.6 - District Line Repair	200.00	0.00	200.00	100.0%
858.7 - Cleaning Service	120.00	180.00	-60.00	-33.3%
858.9 - Gardner	50.00	0.00	50.00	100.0%
Total 858 - Repairs & Maint - Parent	370.00	2,873.36	-2,503.36	-87.1%
863 - Vehicle (Rolling Stock) - Parent				
863.1 - Truck Expenses	0.00	367.73	-367.73	-100.0%
Total 863 - Vehicle (Rolling Stock) - Parent	0.00	367.73	-367.73	-100.0%
868 - Fuel - Parent				
868.1 - Gasoline	334.99	34.38	300.61	874.4%
868.2 - Diesel	152.68	0.00	152.68	100.0%
Total 868 - Fuel - Parent	487.67	34.38	453.29	1,318.5%
870 - Personal Safety Equip - Parent				
870.1 - Personal Protect Equip	80.00	80.00	0.00	0.0%
870.2 - Uniform (Cintas)	500.56	378.40	122.16	32.3%
Total 870 - Personal Safety Equip - Parent	580.56	458.40	122.16	26.7%
876 - Shipping	0.00	14.95	-14.95	-100.0%
Total Expense	26,516.96	21,684.59	4,832.37	22.3%
Net Ordinary Income	14,456.01	27,622.18	-13,166.17	-47.7%
Other Income/Expense				
Other Income				
910 - Interest Income-District	0.00	11.88	-11.88	-100.0%
Total Other Income	0.00	11.88	-11.88	-100.0%
Net Other Income	0.00	11.88	-11.88	-100.0%
Net Income	14,456.01	27,634.06	-13,178.05	-47.7%

10:58 AM

10/11/19

Accrual Basis

Mariana Ranchos County Water District
Check Register for this Month

As of September 30, 2019

Type	Date	Num	Name	Memo	Amount
053 - US Bank Parent					
053.1 - US Bank Checking #1161					
Deposit	09/01/2019			Deposit	162.47
Deposit	09/02/2019			Deposit	497.23
Transfer	09/02/2019			Funds Transfer	-2,700.00
Transfer	09/02/2019			Funds Transfer	-1,220.00
Check	09/03/2019	ONL	Charter Communications	Service Period 8/18/19 - 9/17/19	-318.23
Check	09/03/2019	ONL	High Desert Underground Inc.	Invoice # J2019-22-01	-675.00
Deposit	09/03/2019			Deposit	112.97
Deposit	09/03/2019			Deposit	2,458.13
Check	09/04/2019	7109	Chen, Haihong	Security Deposit Reimbursemnt	-29.54
Deposit	09/04/2019			Deposit	138.40
Deposit	09/04/2019			Deposit	978.68
Check	09/05/2019	INV CLOUD	Invoice Cloud Monthly Charge		-244.80
Deposit	09/05/2019			Deposit	389.16
Deposit	09/05/2019			Deposit	1,217.17
Deposit	09/06/2019			9/9/2019	2,008.43
Check	09/06/2019	CompuPay	Compupay		-4,968.81
Check	09/06/2019	CompuPay	Compupay		-44.64
Check	09/06/2019	Compupay...	Compupay		-1,472.62
Deposit	09/06/2019			Deposit	396.25
Deposit	09/06/2019			Deposit	491.02
Check	09/09/2019	ONL	American Water Works Association	Invoice # 7001700292	-433.00
Check	09/09/2019	ONL	Valero Marketing and Supply Company	Statement Closing Date 8/15/19	-41.80
Check	09/09/2019	ONL	Aflac	Invoice # 932680	-357.68
Check	09/09/2019	ONL	Creative Technologies	Invoice # 4589	-45.00
Check	09/09/2019	ONL	G. A. Osborne Pipe & Supply	Invoice # 400752	-464.57
Deposit	09/09/2019			Deposit	1,822.24
Deposit	09/10/2019			Deposit	405.20
Check	09/11/2019	ONL	Inland Water Works Supply	Statement Date 9/3/19 for Aug p...	-1,922.58
Deposit	09/11/2019			Deposit	871.85
Deposit	09/12/2019			Deposit	1,129.71
Check	09/13/2019	ONL	Southern California Edison		-3,359.69
Deposit	09/13/2019			9/16/2019	4,310.38
Check	09/13/2019	7110	Thomas Lesh	Invoice # 2121 - Road Repair	-200.00
Deposit	09/13/2019			Deposit	211.15
Deposit	09/13/2019			Deposit	1,179.58
Deposit	09/14/2019			Deposit	163.86
Deposit	09/14/2019			Deposit	161.52
Deposit	09/15/2019			Deposit	55.49
Deposit	09/15/2019			Deposit	605.83
Deposit	09/16/2019			Deposit	2,155.27
Deposit	09/16/2019			Deposit	10,750.80
Check	09/17/2019	ONL	Flyers Energy	Invoice # CFS-2032350	-152.68
Deposit	09/17/2019			Deposit	135.88
Deposit	09/17/2019			Deposit	802.52
Deposit	09/18/2019			Deposit	307.62
Check	09/19/2019	ONL	Lowe's	Statement Date 9/02/19	-328.92
Check	09/19/2019	ONL	Trench Plate Rental Co	Invoice # 21-05564-19	-284.00
Check	09/19/2019	ONL	Underground Service Alert	Invoice # 820190457	-11.55
Check	09/19/2019	7111	Petty Cash/ Funderburk	replenish petty cash	-169.33
Deposit	09/19/2019			Deposit	555.78
Check	09/20/2019	ONL	Union Bank	Statement Period 7/27/19 - 8/26/...	-340.08
Check	09/20/2019	ONL	Cintas Corporation #150	Statement Period 8/31/19	-500.56
Check	09/20/2019	ONL	SB & Riverside Counties Fire Equipment Co	Service Date 9/10/19	-112.00
Deposit	09/20/2019			9/25/19	1,713.59
Check	09/20/2019	ONL	Michael Silander	Legal Services rendered in Augu...	-1,287.50
Check	09/20/2019	CompuPay	Compupay		-5,016.87
Check	09/20/2019	CompuPay	Compupay		-62.65
Check	09/20/2019	Compupay...	Compupay		-1,470.81
Deposit	09/20/2019			Deposit	156.10
Deposit	09/21/2019			Deposit	60.16
Deposit	09/24/2019			Deposit	92.48
Deposit	09/24/2019			Deposit	80.76
Check	09/24/2019	ONL	Valero Marketing and Supply Company	Statement Closing Date 9/17/19	-255.35
Deposit	09/25/2019			Deposit	279.06
Deposit	09/25/2019			Deposit	229.66
Check	09/26/2019	ONL	Rene Gramajo	Invoice # Sept 20 2019	-50.00
Deposit	09/26/2019			Deposit	131.00
Deposit	09/26/2019			Deposit	282.32
Check	09/27/2019	ONL	Verizon	Billing from 8/08/19 thru 9/07/19	-70.04
Deposit	09/27/2019			10/07/19	295.64
Deposit	09/27/2019			Deposit	504.26
Deposit	09/27/2019			Deposit	649.91
Deposit	09/28/2019			Deposit	99.46
Deposit	09/28/2019			Deposit	816.85
Deposit	09/29/2019			Deposit	138.94
Check	09/30/2019	ONL	ACWA/Joint Powers Insurance Authority	Invoice # 0005747	-1,868.36

10:58 AM

10/11/19

Mariana Ranchos County Water District

Check Register for this Month

Accrual Basis

As of September 30, 2019

Type	Date	Num	Name	Memo	Amount
Deposit	09/30/2019			Deposit	408.78
Deposit	09/30/2019			Deposit	738.95
Total 053.1 - US Bank Checking #1161					10,673.85
Total 053 - US Bank Parent					10,673.85
TOTAL					10,673.85



Grand Opening



October 21, 2019 | 8:00 a.m.

Central Operations Center
7620 Deep Creek Road, Apple Valley

Join us as we celebrate the completion of
Mojave Water Agency's Hydroelectric System
at our Deep Creek facility in Apple Valley.

RSVP to Michelle Doyle at mdoyle@mojavewater.org
or at 760.946.7002.

GENERAL MANAGER PERFORMANCE APPRAISAL

Mariana Ranchos County Water District
 Employee Name: James M Hansen Jr
 Appraisal Period: November 1, 2018 to November 1, 2019

Date: November 21, 2019
 Annual Review

The following ranking system should be applied as objectively as possible within each area.

1. **Outstanding:** **Excellent performance that far exceeds the job’s requirements.**
2. **Very good:** **Above average performance that exceeds the job’s requirements.**
3. **Average:** **Acceptable performance that meets the job’s requirements.**
4. **Below average:** **Minimally acceptable performance that meets some of the job’s requirements.**
5. **Unsatisfactory:** **Unacceptable performance that does not meet the job’s requirements.**

General Job Skills

<u>A. Attitude:</u>	<u>Circle Rankings</u>	<u>Notes</u>
1. Exhibits a positive attitude.	1 2 3 4 5	
2. Shows initiative.	1 2 3 4 5	
3. Demonstrates dependability.	1 2 3 4 5	
4. Accepts directions from the Board.	1 2 3 4 5	
5. Displays commitment and involvement.	1 2 3 4 5	
6. Interacts well with co-workers.	1 2 3 4 5	
<u>B. Learning Ability:</u>		
1. Understands and applies instructions.	1 2 3 4 5	
2. Knows and applies District policies.	1 2 3 4 5	
3. Knows and understands the specific requirements of the job.	1 2 3 4 5	
4. Displays the ability to perform the technical skills required by the job.	1 2 3 4 5	
<u>C. Work and Problem Solving:</u>		
1. Performs an acceptable amount of work.	1 2 3 4 5	
2. The work performed meets or exceeds District standards of acceptability.	1 2 3 4 5	
3. Has the ability to analyze problems and reach acceptable and workable solutions.	1 2 3 4 5	
4. Effectively plans, schedules and organizes.	1 2 3 4 5	
<u>D. Communications:</u>		
1. Has the ability to effectively communicate with our customers or clients.	1 2 3 4 5	
2. Has the ability to effectively communicate with all employees.	1 2 3 4 5	
3. Has the ability to effectively communicate with the Board.	1 2 3 4 5	
4. Communications are timely and intelligent when oral.	1 2 3 4 5	

Communications: (continued)

Circle Rankings

Notes

- | | | | | | |
|--|---|---|---|---|---|
| 5. Communications are timely and intelligent when written. | 1 | 2 | 3 | 4 | 5 |
|--|---|---|---|---|---|

Management Traits

A. Accomplishments:

Circle Rankings

Notes

- | | | | | | |
|---|---|---|---|---|---|
| 1. Has attained all objectives set for the job | 1 | 2 | 3 | 4 | 5 |
| 2. Has attained all District objectives within the scope of the job thus far. | 1 | 2 | 3 | 4 | 5 |

B. Decision Making:

- | | | | | | |
|---|---|---|---|---|---|
| 1. Displays the ability and judgment to make decisions. | 1 | 2 | 3 | 4 | 5 |
| 2. Displays the willingness to make decisions. | 1 | 2 | 3 | 4 | 5 |
| 3. Takes action based upon decisions made with good judgment. | 1 | 2 | 3 | 4 | 5 |

C. Leadership:

- | | | | | | |
|---|---|---|---|---|---|
| 1. Displays the ability to successfully motivate other employees. | 1 | 2 | 3 | 4 | 5 |
| 2. Displays the ability to skillfully teach and develop other employees. | 1 | 2 | 3 | 4 | 5 |
| 3. Displays the capacity to issue directives and delegate responsibility and/or authority to other employees. | 1 | 2 | 3 | 4 | 5 |
| 4. Displays the talent for managing others in order to accomplish specific objectives. | 1 | 2 | 3 | 4 | 5 |
| 5. Applies discipline and rewards fairly. | 1 | 2 | 3 | 4 | 5 |

Reviewed By: _____	Title: Director
Overall Rating: _____	
My Comments:	
Employee Signature: _____ Date: _____	