

Board of Directors
Jorge Magana, President
Jeff Dotzler, Director
Matt Starbuck, Director
Jim Keeling, Director
Glen McLeod, Director



1550 East Burton Mesa Blvd.
Lompoc, California, 93436-2100
805.733.4366
www.mhcsd.org

Mike Garner, General Manager

Mission Hills Community Services District Board of Directors
Agenda-Regular Meeting
Wednesday, March 18, 2026
4:30 PM

1550 East Burton Mesa Blvd, Lompoc, CA - District Board Room

1. Call to Order and Pledge of Allegiance

2. Roll Call

3. Public Comment – Members of the public may address the Board on any item within the jurisdiction of the Board not included on this agenda for up to 3 minutes. **If you cannot attend, you can submit comments before the meeting to admin@mhcsd.org before 1:00 PM, Tuesday, March 17, 2026.**

4. Consent Agenda - Staff recommends that the Directors approve the Consent Agenda in one motion. Members of the public may comment on a consent item (3 minutes maximum per speaker). Directors may pull a consent item for discussion or a separate vote.

A. Consideration of Approval of Minutes

i.) February 18, 2026 Minutes

B. Receive Activity Reports for February

- i) General Manager and Administration Reports
- ii) Water and Wastewater

C. Consideration of Financial Reports for February

- i) Revenue and Expenses: Previous Year Comparison
- ii) Disbursements Journal
- iii) Variation from Projected Income
- iv) Bank Account Summary
- v) Budget to Actual

5. Regular Business

A. Discuss and Consider Resolution NO. 26-368 in recognition of Steve Dietrich's 8-year of service to the District and commending his years of service and for consistently proving wise advice and guidance to the Board of Directors.

Attachment(s)

1. Resolution No. 26-368

6. Public Comment on Closed Session

7. Closed Session-

- A. Public Employment Performance Review pursuant to Government Code Section 54957(b)(1)
Title: General Manager
- B. Conference with Legal Counsel- Existing Litigation pursuant to Government Code Section 54956.9(d)(1), Shaffer v Mission Hills CSD

8. Communications - The Board of Directors may ask a question for clarification, make an announcement, or report briefly on recent activities or conferences. Also, Directors may provide references to staff or other resources for information, and direct staff to place a topic or report on a future committee or regular meeting agenda.

- A. General Manager's Comments
- B. Directors' Comments
- C. Public Comments (up to 3 minutes for topics within the district's jurisdiction)

Regular Board Meetings are held on the third Wednesday of each month beginning at 4:30 PM

Copies of the staff reports, or written materials provided for Mission Hills CSD for Open Session agenda items may be obtained upon request and are also available at the Customer Service Counter of the District Office for public inspection and reproduction during regular business hours. Closed-session items are not available for public review.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in an alternative format, contact the Board Secretary at 805.733.4366 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. (Agenda Prepared under Government Code Section 54954.2)

Board of Directors

Jorge Magana, President
Glen McLeod, Vice President
Jim Keelinhg, Finance Officer
Matthew Starbuck, Director
Jeff Dotzler, Director



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Mission Hills Community Services District Board of Directors
Regular Meeting Minutes
Wednesday, February 18, 2026
1550 East Burton Mesa Blvd, Lompoc, CA – District Board Room

The Regular Meeting of the Board of Directors of Mission Hills Community Services District was called to order at 4:30 pm on Wednesday, February 18, 2025, at the District Board Meeting Room, 1550 East Burton Mesa Blvd, Lompoc, CA

Directors Present: By Roll Call: Jorge Magana, Matthew Starbuck, Glen McLeod, Jim Keeling, Jeff Dotzler

Directors Absent:

Staff Present: Mike Garner, Javier Rodriguez, Carol Reynolds, Arleen Block

Others Present:

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Public Comment – No public comments were received
4. Consent Agenda
 - A. APPROVE MINUTES
 - i.) January 21,2026
 - B. Activity Reports for January 2026
 - i) General Manager and Administration Reports
 - ii) Water and Wastewater
 - C. Financial Reports for January 2026
 - i) Revenue and Expenses Previous Year Comparison
 - ii) Disbursements Journal
 - iii) Variation from Projected Income
 - iv) Bank Account Summary

v) Budget to actual

Approved Consent Items:

Motion was made by Director Jorge Magana and seconded by Director Jim Keeling to approve the Consent Agenda as presented.

The motion passed by a 5-0 vote

Ayes: Director Jorge Magana, Director Glen McLeod, Director Jim Keeling, Director Matthew Starbuck, Director Jeff Dotzler

Noes:

Absent:

5. Regular Business

A. Discuss and Consider the Election of Board of Directors and Committee Assignments for 2026.

Director Jim Keeling nominated Jorge Magana to sit as President of Mission Hills Community Services District for the year 2026 as well as the following.

Jorge Magana- President
Glen McLeod- Vice President
Jim Keeling- Finance Director
Matthew Starbuck- Director
Jeff Dotzler- Director

Committee Members:

OPERATIONS:

1. Water / Wastewater – Glen McLeod & Matthew Starbuck
2. Legal / Personnel – Jorge Magana & Jim Keeling
3. Finance / Budget – Jim Keeling & Jeff Dotzler

REPRESENTATIVE-POINT OF CONTACT

- 4.VSFB IR PROGRAMS – MATTHEW STARBUCK
- 5.ACWA / JPIA – JEFF DOTZLER
- 6.CSDA – MIKE GARNER
- 7.SYRVGB-WMA GSA JPA – JIM KEELING

Motion was made by Director Jim Keeling and seconded by Matthew Starbuck to approve the Election of Board of Directors and Committee Assignments for 2026.

The Motion passed by a 5-0 vote

Ayes: Director Jorge Magana, Director Glen McLeod, Director Jim Keeling, Director Matthew Starbuck, Director Jeff Doztler

Noes:

Absent:

B. Discuss and Consider Re-Issue Preliminary Can and Will letter for Brisa Encina Supportive Housing.

Motion was made by Director Jorge Magana and seconded by Director Glen McLeod to Re-issue New Can and Will Letter for Brisa Encia Supportive Housing.

The motion passed by a 5-0 vote

Ayes: Director Jorge Magana, Director Glen McLeod, Director Jim Keeling, Director Matthew Starbuck, Director Jeff Doztler

Noes:

Absent:

C. Discuss and Consider Resolution 26-367 Cola-Cost of living Salary Adjustment

Motion was made by Director Jim Keeling and seconded by Director Matthew Starbuck to approve Resolution 26-367 - Cost of living Salary Adjustment for all permanent District employees, Effective July 1,2026.

The Motion Passed by a 5-0 vote

Ayes: Director Jim Keeling, Director Matthew Starbuck, Director Jorge Magana, Director Glen McLeod, Director Jeff Doztler

Noes:

Absent:

6.Communications - The Board of Directors may ask a question for clarification, make an announcement, or report briefly on recent activities or conferences. Also, Directors may provide references to staff or other resources for information, and direct staff to place a topic or report on a future committee or regular meeting agenda.

A. General Manager's Comments –

B. Director Comments –

- C. Public Comments** – Ms. Menisha from 3519 Via lato was expressing her concerns regarding homelessness in our area. President Jorge Magana suggested a scheduled meeting with our General Manager Mike Garner and Field Manager Javier Rodriguez. They will be able to direct her to the right authorities.

With no further business before the Board, the meeting was adjourned at 6:00 pm on February 18,2026.

Respectfully Submitted:
Arleen Block

X _____
President, Jorge Magana

X _____
Board Secretary, Arleen Block



General Manager and Administrative Activity Reports

General Manager Report

Budget-Continuing to collect estimates for CIP projects.

Valves- Working with field staff to install 5 new water line valves within Burton Mesa Blvd., this will stop us having to shut down the whole district in the future for leaks.

Cell Tower- Contractor is looking at possible solar panels for power.

GIS-Looking into getting the District into a GIS system.

Administrative Services Manager

Participated in Board Meeting & As is customary Board Meeting preparation. Assisted customers and resolved customer questions. Facilitated money transfers between accounts as warranted. Kept abreast of the District priorities on a weekly basis by both the General Manager and the Operations Supervisor.

Evaluated daily Grant Opportunities. Continued Training Office Staff. On Boarded new Field Staff.

Accountant

Property Lien: Courtesy Notice has been sent to the property owner. Lien documentation is prepared, and filing will proceed in accordance with board policy and applicable law.

Board Secretary/Admin Analyst & Customer Service Representative

Collected Payments from Customers, directed all calls to appropriate office staff, signed up Office Staff and Field Crew for Classes Needed, Past Due Letters Mailed for February Accounts #277, Applied 10% Late Fee to #113 February Accounts for non-payment. Compiled and Distributed Board Packett



Board of Directors:
 President; Jorge Magana
 Vice President; Steve Dietrich
 Director; Jim Keeling
 Director; Matthew Starbuck
 Director; Glen McLeod

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**MISSION HILLS COMMUNITY SERVICES DISTRICT
 Water and Wastewater Report – February**

February	
<u>Water</u>	<u>Wastewater</u>
Monthly Distributed: 10.85 MG	Total Monthly Influent Flow: 5.2 MG
Daily Average: 0.38 MGD	Daily Average: 0.18 MGD
Monthly Sold: 8.76 MG	Ratio of Daily returned Flow: 47%
Unaccounted Water: 2.09 MG (19%)	(0.18/0.38 = 0.47)

Water

Staff

- Jose Herrea has been promoted to Lead Water Operator
- Brandon Fronteras passed the Water Distribution Grade 3 Exam
- Florencio Rodriguez passed the Water Distribution Grade 2 Exam

Compliance

- Submitted monthly reports to State Water Resource Control Board (SWRCB)
- Submitted Annual APCD report for the Generator
- Submitted Annual APCD report for Well 6 engine
- Submitted Water Rate Survey Annual Report
- Submitted Annual CERS Report

Distribution System Maintenance/Repair

- Replaced 12 Hersey meters to Kamstrup meters. 1109 of 1312 meters total were replaced.
- Water main line repairs: 2
- Water service line repair: 1



Preventative Maintenance Program:

February

- Hydrants Maintenance: **19** **30/106** YTD
- Valves exercised: **10** **26/175** YTD

Wastewater

Compliance

- Collected all weekly samples
- Submitted the Monthly No Spill Report.

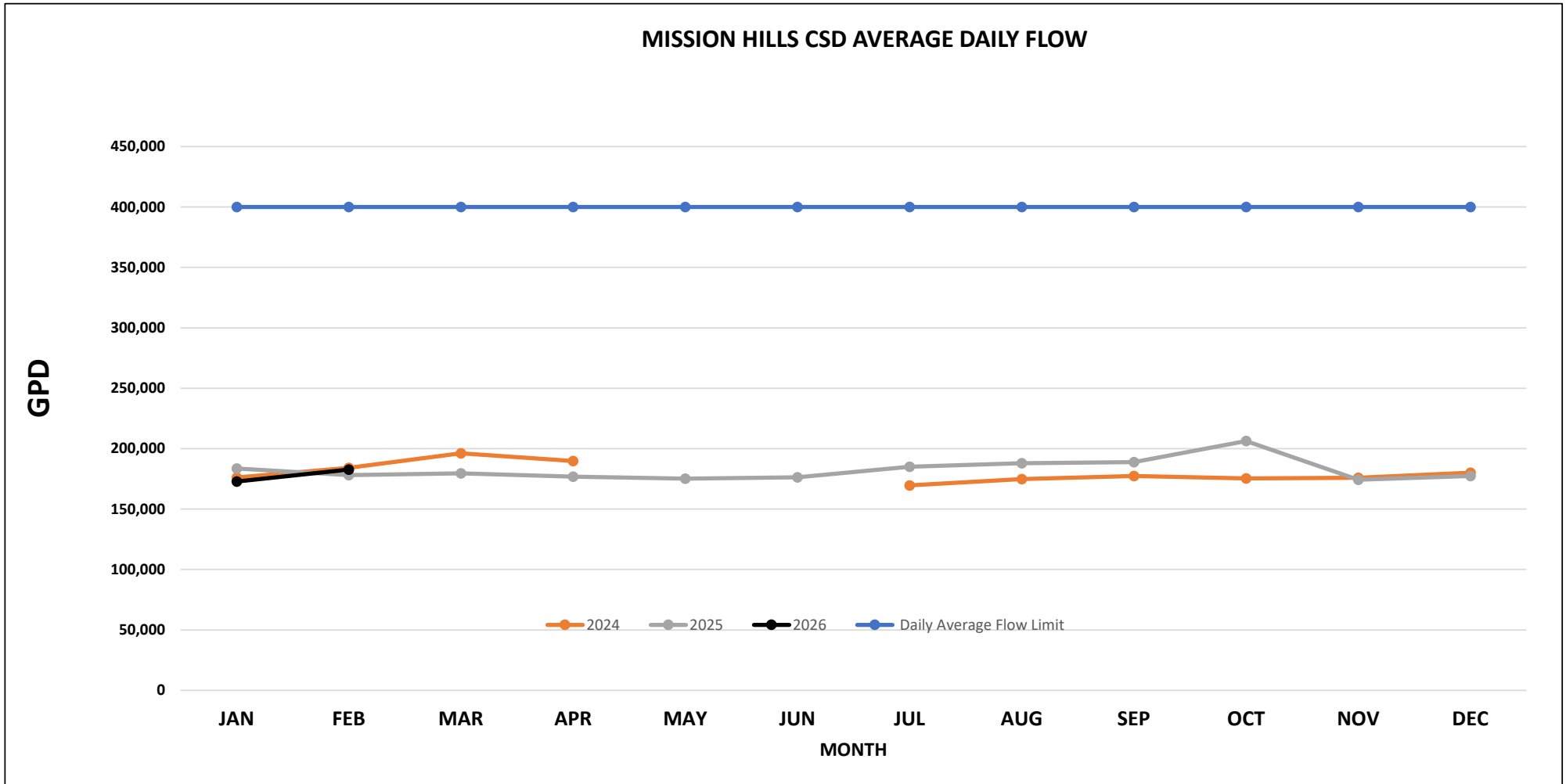
Wastewater Plant

- Replaced brushes on the Auger
- Performed weekly laboratory in-house samples.

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MHCSD AVERAGE DAILY WASTEWATER FLOW (GPD)

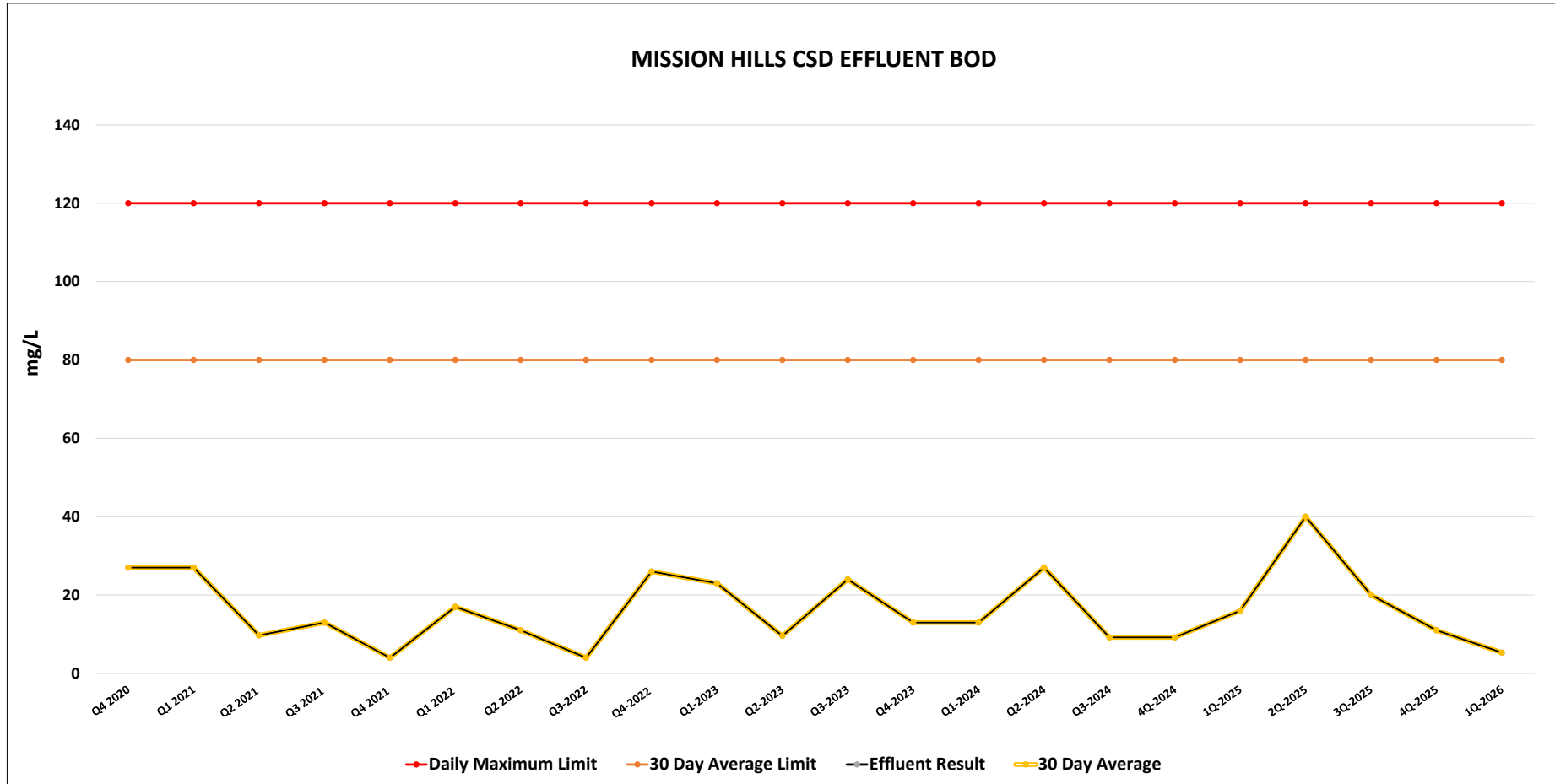
MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Daily Average Flow Limit	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
2024	176,039	184,061	196,175	189,774			169,626	174,891	177,358	175,452	176,004	180,042
2025	183,577	178,078	179,587	176,856	175,259	176,370	185,035	187,896	188,808	206,308	174,291	177,419
2026	172,798	182,705										



MISSION HILLS CSD EFFLUENT BOD (mg/L)

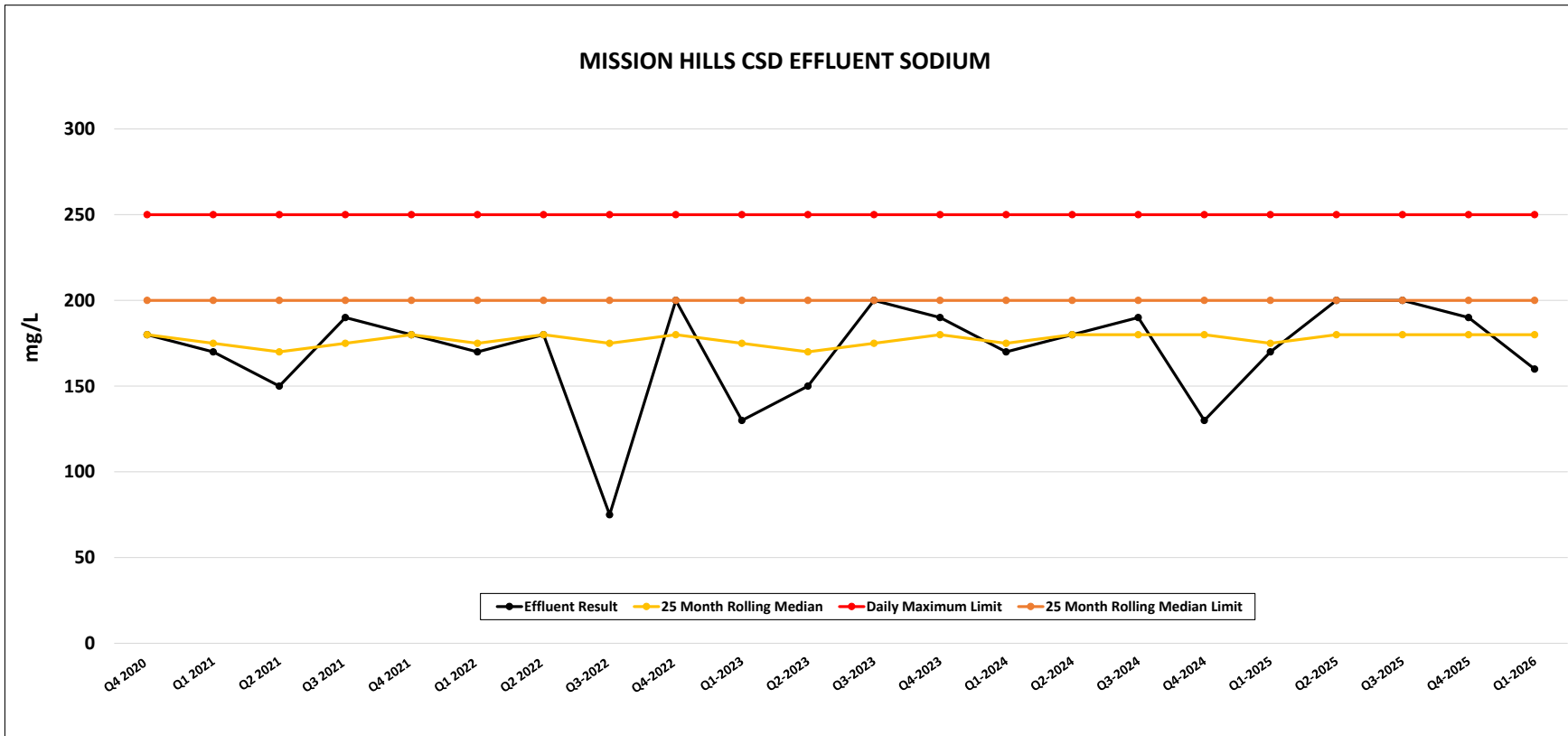
MONTH	Q4 2020	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3-2022	Q4-2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	Q3-2024	Q4-2024	Q1-2025	Q2-2025	Q3-2025	Q4-2025	Q1-2026
Daily Maximum Permit Limit	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120	120
30 Day Average Permit Limit	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80
Effluent Result	27	27	10	13	<4.0	17	11	<4.0	26	23	10	24	13	13	27	9	9	16	40	20	11	5
30 Day Average	27	27	10	13	<4.0	17	11	<4.0	26	23	10	24	13	13	27	9	9	16	40	20	11	5

Non-detect, estimated, and greater than (>) results are graphed at their reporting levels or as reported by lab.



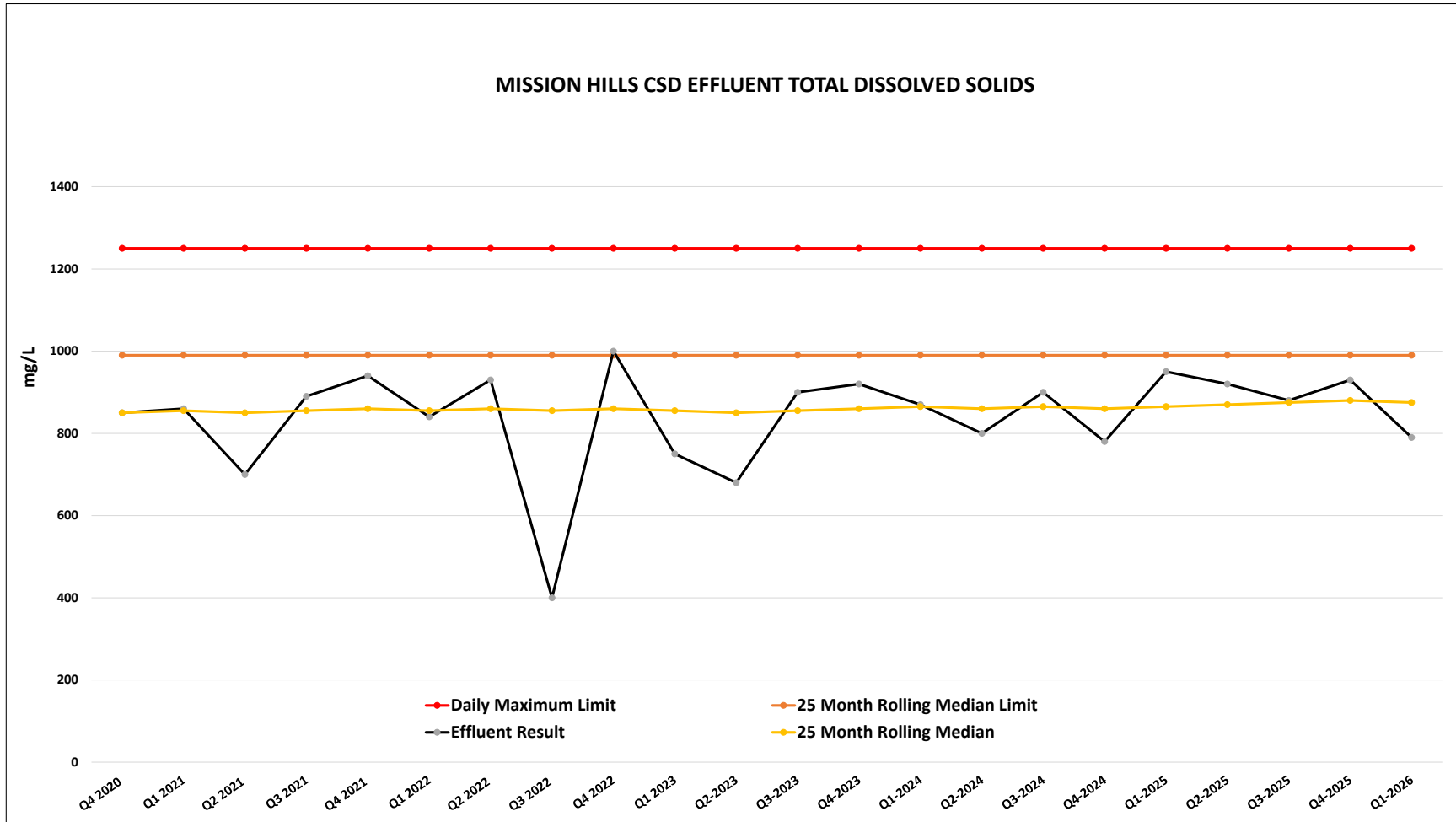
MISSION HILLS CSD EFFLUENT SODIUM (mg/L)

MONTH	Q4 2020	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3-2022	Q4-2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	Q3-2024	Q4-2024	Q1-2025	Q2-2025	Q3-2025	Q4-2025	Q1-2026
Daily Maximum Permit Limit	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250
25 Month Rolling Median Limit	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200
Effluent Result	180	170	150	190	180	170	180	75	200	130	150	200	190	170	180	190	130	170	200	200	190	160
25 Month Rolling Median	180	180	170	175	180	175	180	175	180	175	170	175	180	175	180	180	180	175	180	180	180	180



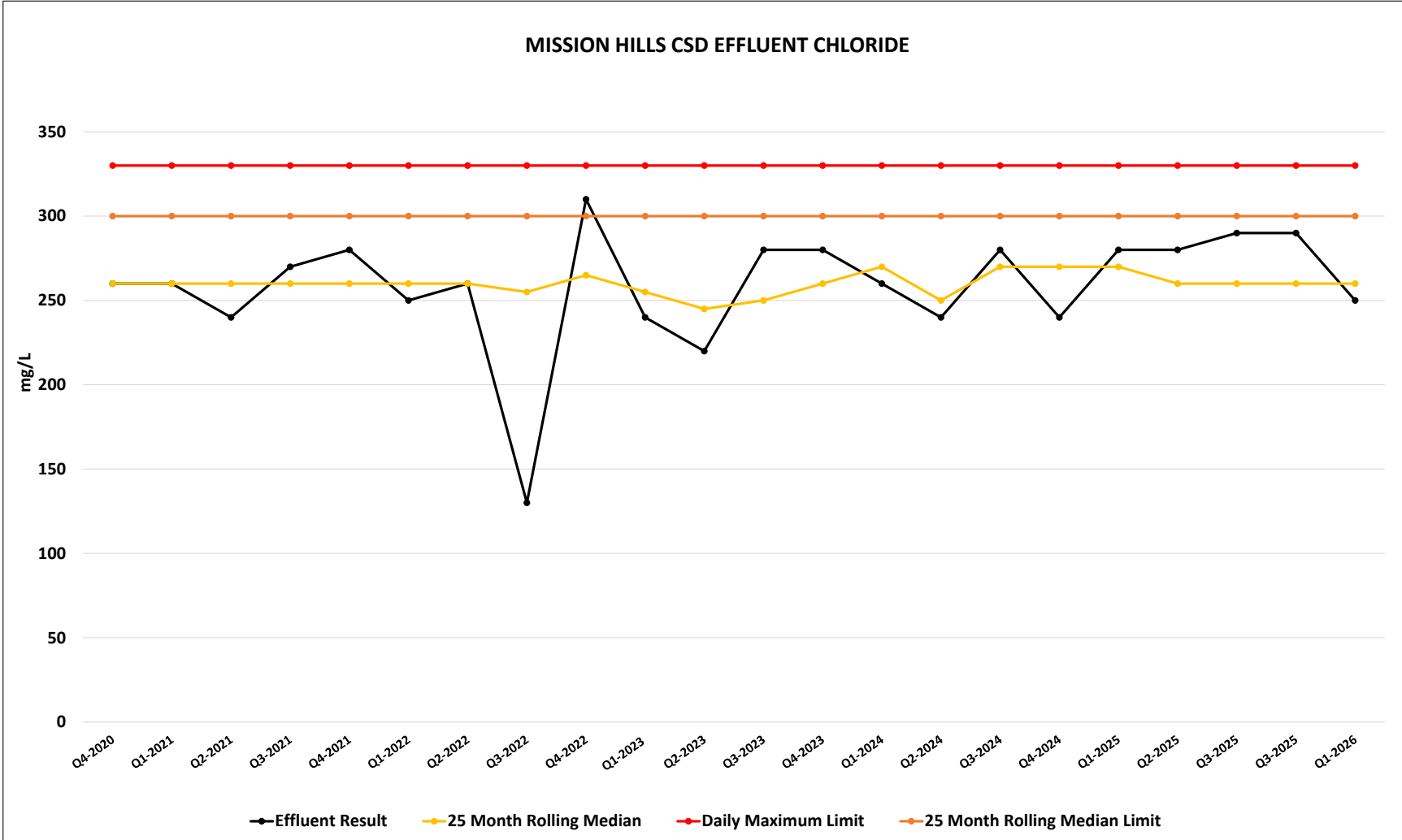
MISSION HILLS CSD EFFLUENT TOTAL DISSOLVED SOLIDS (mg/L)

MONTH	Q4 2020	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2-2024	Q3-2024	Q4-2024	Q1-2025	Q2-2025	Q3-2025	Q4-2025	Q1 2026
Daily Maximum Permit Limit	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
25 Month Rolling Median Limit	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990	990
Effluent Result	850	860	700	890	940	840	930	400	1,000	750	680	900	920	870	800	900	780	950	920	880	930	790
25 Month Rolling Median	850	855	850	855	860	855	860	855	860	855	850	855	860	865	860	865	860	865	870	875	880	875



MISSION HILLS CSD EFFLUENT CHLORIDE (mg/L)

MONTH	Q4-2020	Q1-2021	Q2-2021	Q3-2021	Q4-2021	Q1-2022	Q2-2022	Q3-2022	Q4-2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	Q3-2024	Q4-2024	Q1-2025	Q2-2025	Q3-2025	Q4-2025	Q1-2026
Daily Maximum Permit Limit	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330	330
25 Month Rolling Median Limit	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300
Effluent Result	260	260	240	270	280	250	260	130	310	240	220	280	280	260	240	280	240	280	280	290	290	250
25 Month Rolling Median	255	260	255	260	260	260	260	260	260	260	255	260	260	260	260	260	260	260	260	260	265	260



MISSION HILLS CSD EFFLUENT TOTAL NITROGEN (mg/L)

MONTH	Q3-2020	Q4-2020	Q1-2021	Q2-2021	Q3-2021	Q4-2021	Q1-2022	Q2-2022	Q3-2022	Q4-2022	Q1-2023	Q2-2023	Q3-2023	Q4-2023	Q1-2024	Q2-2024	Q3-2024	Q4-2024	Q1-2025	Q2-2025	Q3-2025	Q4-2025	Q1-2026
Daily Maximum Permit Limit	20	30	30	30	20	30	30	30	20	30	30	30	20	30	30	30	20	30	30	30	30	30	30
Monthly Average Limit	10	15	15	15	10	15	15	15	10	15	15	15	10	15	15	15	10	15	15	15	15	15	15
Effluent Result	8	7	13	9	6	5	14	26	3	8	13	12	9	5	9	14	4	5	19	12	7	5	7



Mission Hills Community Services District
Revenue and Expenses Prev Year Comparison
February 2026

	Feb 26	Feb 25	\$ Change	Explanation
Ordinary Income/Expense				
Income				
4005 · 48 hour notice fees	60.00	15.00	45.00	
4045 · Late fees	3,534.42	3,234.39	300.03	
4060 · Reconnection fees	0.00	50.00	-50.00	
4075 · Returned check fees	25.00	75.00	-50.00	
4085 · Sewer basic charges	115,090.23	105,854.77	9,235.46	Rate Increase 2026
4095 · Street sweeping charges	1,499.52	1,500.84	-1.32	
4105 · Water basic charges	64,783.04	62,096.67	2,686.37	Rate Increase 2026
4115 · Water usage charges	34,244.86	42,154.28	-7,909.42	Less Water Consumption 2026
Total Income	219,237.07	214,980.95	4,256.12	
Gross Profit	219,237.07	214,980.95	4,256.12	
Expense				
6000 · Salaries and wages				
6005 · Wage expense	71,552.58	61,358.81	10,193.77	Increased Number of Employees 2026
6010 · Payroll tax expense	11,535.19	5,138.29	6,396.90	Increased Number of Employees 2026
Total 6000 · Salaries and wages	83,087.77	66,497.10	16,590.67	
6050 · Employee benefits				
6060 · Disability insurance	265.24	314.13	-48.89	
6065 · Health insurance	16,694.26	16,732.16	-37.90	
6075 · Retirement expenses	2,063.25	1,897.34	165.91	
6085 · Workers compensation expense	0.00	2,890.57	-2,890.57	Timing of Audit Payment 2025
6090 · Vacation & Sick Leave	2,138.24	4,818.92	-2,680.68	More Vacation Taken 2025
6095 · Benefit Administration	92.56	179.64	-87.08	
Total 6050 · Employee benefits	21,253.55	26,832.76	-5,579.21	
6100 · Director fees	625.00	1,000.00	-375.00	
6110 · Depreciation expense	26,784.66	26,784.66	0.00	
6140 · Vehicle expenses				
6145 · Tractor and equipment	0.00	0.00	0.00	
6150 · Vehicle fuel	1,174.55	1,187.01	-12.46	
6155 · Vehicle maintenance	118.50	370.05	-251.55	
6160 · Automobile Allowance	350.00	350.00	0.00	
Total 6140 · Vehicle expenses	1,643.05	1,907.06	-264.01	
6190 · Dues and memberships	124.00	116.00	8.00	
6200 · Office expenses				
6220 · Licenses and fees	0.00	190.00	-190.00	
6230 · Office supplies	0.00	112.97	-112.97	
6245 · Office Equipment	0.00	446.52	-446.52	
Total 6200 · Office expenses	0.00	749.49	-749.49	
6300 · Operating supplies and expenses				
6310 · Miscellaneous supplies	148.99	116.11	32.88	
6315 · Oil expense	553.62	0.00	553.62	
6330 · Shop supplies	0.00	74.69	-74.69	
6335 · Small tools and appliances	372.12	0.00	372.12	
6340 · Chemicals				
6344 · Chlorine	1,324.04	1,149.45	174.59	
6345 · Corrosion inhibitor	4,639.31	3,787.66	851.65	

Mission Hills Community Services District
Revenue and Expenses Prev Year Comparison
February 2026

	Feb 26	Feb 25	\$ Change	Explanation
Total 6340 · Chemicals	5,963.35	4,937.11	1,026.24	
Total 6300 · Operating supplies and ex	7,038.08	5,127.91	1,910.17	
6350 · Safety expenses				
6355 · Fire extinguishers	645.33	712.81	-67.48	
6365 · Safety equipment	235.03	0.00	235.03	
Total 6350 · Safety expenses	880.36	712.81	167.55	
6410 · Contractual services				
6420 · Cleaning service	200.00	200.00	0.00	
6425 · Office equip maintenance	642.39	210.00	432.39	
6430 · Internet access	760.92	182.68	578.24	
6435 · Landscaping services	384.57	306.43	78.14	
6437 · Pest Control	124.00	124.00	0.00	
6445 · Security expense	112.50	112.50	0.00	
6450 · Software support	1,452.50	2,432.75	-980.25	
6452 · Credit Card Processing	741.31	577.33	163.98	
6453 · Software Subscriptions	237.60	1,533.39	-1,295.79	Timing of Payments 2026
6455 · Street sweeping services	1,568.00	1,530.00	38.00	
6466 · Emissions Testing	1,388.10	0.00	1,388.10	Timing of Payment 2026
6470 · Other contractual services	3,031.50	41.45	2,990.05	Includes PR Services 2026
Total 6410 · Contractual services	10,643.39	7,250.53	3,392.86	
6475 · Professional services				
6480 · Accounting services	0.00	81.00	-81.00	
6490 · Legal services	370.45	1,299.65	-929.20	
Total 6475 · Professional services	370.45	1,380.65	-1,010.20	
6500 · Printing and publication	0.00	117.01	-117.01	
6505 · Equipment lease and rentals	231.57	231.57	0.00	
6525 · Research and monitoring				
6535 · Monitoring expense	1,705.00	2,850.68	-1,145.68	Timing of Payments 2025
Total 6525 · Research and monitoring	1,705.00	2,850.68	-1,145.68	
6600 · Travel and meetings				
6610 · Meals	0.00	223.10	-223.10	
Total 6600 · Travel and meetings	0.00	223.10	-223.10	
6650 · Utilities				
6655 · Cell phones	50.00	249.70	-199.70	
6665 · Electrical	17,993.48	19,561.08	-1,567.60	Change of Off-Peak Hours 2026
6670 · Natural gas	822.76	749.33	73.43	
6685 · Telephone	332.91	302.55	30.36	
6691 · Trash & Recycling	342.37	330.42	11.95	
Total 6650 · Utilities	19,541.52	21,193.08	-1,651.56	
6700 · Government fees and charges	535.00	0.00	535.00	
6720 · Repairs and maintenance				
6730 · Distribution expense	0.00	68.74	-68.74	
6750 · Collection expense	1,087.50	377.15	710.35	
6760 · Shop and equip repairs	0.00	110.14	-110.14	
6765 · Supplies and small tools	55.01	2,015.69	-1,960.68	Purchases Higher 2025
6770 · Telemetry	0.00	1,320.00	-1,320.00	Pro 3 Services 2025
6775 · Filtration Plant	0.00	216.98	-216.98	

Mission Hills Community Services District
Revenue and Expenses Prev Year Comparison
February 2026

				Feb 26	Feb 25	\$ Change	Explanation
			6785 · Wells and pumping	0.00	20,123.42	-20,123.42	Fence Removal Well #4 & Perry Electric Rebulid Motor Well #7 2025
			6795 · Other repairs and maintenanc	19,800.00	66.69	19,733.31	Leaks 2026
			Total 6720 · Repairs and maintenance	20,942.51	24,298.81	-3,356.30	
			Total Expense	195,405.91	187,273.22	8,132.69	
			Net Ordinary Income	23,831.16	27,707.73	-3,876.57	
			Other Income/Expense				
			Other Income				
			7006 · Market Appreciation/(Depr)	0.00	310.93	-310.93	
			7010 · Interest income	10,132.80	7,700.63	2,432.17	Better Return on Investment 2026
			Total Other Income	10,132.80	8,011.56	2,121.24	
			Other Expense				
			8060 · Misc Expense	0.00	620.32	-620.32	
			Total Other Expense	0.00	620.32	-620.32	
			Net Other Income	10,132.80	7,391.24	2,741.56	
			Net Income	33,963.96	35,098.97	-1,135.01	

Mission Hills Community Services District
Disbursements Journal
February 2026

	Date	Num	Name	Amount	Explanation
	02/17/2026	EFT	PG&E	-6,975.29	Well #7
	02/17/2026	EFT	PG&E	-59.29	Well #6
	02/17/2026	EFT	PG&E	-751.25	Shop
	02/17/2026	EFT	PG&E	-379.48	Office
	02/17/2026	EFT	PG&E	-2,008.06	Well #5
	02/17/2026	EFT	PG&E	-2,981.43	Lift Station
	02/20/2026	EFT	PG&E	-12.26	Street Light
	02/23/2026	EFT	TASC	-92.56	
	02/28/2026	EFT	Right Networks	-237.60	
Total 1060 · CHCU - General 4163				-20,473.28	
1070 · CHCU - Payroll 4155					
	02/04/2026	1461	Matrix Trust Company	-5,945.77	401K/457
	02/11/2026		Payroll	-24,301.48	
	02/11/2026	EFT	EDD	-5,850.00	
	02/13/2026	E-pay	EDD	-1,969.63	
	02/13/2026	E-pay	IRS USATAXPYMT	-5,989.92	
	02/13/2026	EFT	CA State Disbursement Unit/Exper	-299.07	
	02/13/2026	1462	Matrix Trust Company	-6,181.99	401K/457
	02/25/2026		Payroll	-25,856.40	
	02/25/2026		BOD Payroll	-227.62	
	02/26/2026	1463	BOD Payroll	-113.81	
	02/26/2026	1464	BOD Payroll	-113.81	
	02/26/2026	1465	BOD Payroll	-113.81	
	02/27/2026	E-pay	EDD	-2,115.60	
	02/27/2026	E-pay	IRS USATAXPYMT	-6,640.40	
	02/27/2026	EFT	CA State Disbursement Unit/Exper	-299.07	
Total 1070 · CHCU - Payroll 4155				-86,018.38	
1075 · CHCU - ACH 4130					
	02/16/2026	EFT	Springbrook (ACH Services)	-232.12	
	02/28/2026	EFT	Bluefin Payment Systems	-71.85	Credit Card Fees
	02/28/2026	EFT	Bluefin Payment Systems	-1,397.38	Credit Card Fees
Total 1075 · CHCU - ACH 4130				-1,701.35	
TOTAL				-192,825.55	

Variation From Projected Income

Fiscal Year Ending 6-30-2026

Billing Month	Water			Wastewater			Total (Loss) / Gain	Current Year Units Sold	Last Year Units Sold	Previous 5 Year Average Units Sold
	Budgeted Income*	Actual Income	Variation	Budgeted Income	Actual Income	Variation				
Jul-25	\$ 161,820	\$ 124,314	\$ (37,506)	\$ 114,923	\$ 106,180	\$ (8,743)	\$ (46,249)	22,768	23,485	23,802
Aug-25	\$ 151,157	\$ 144,420	\$ (6,737)	\$ 114,923	\$ 115,171	\$ 248	\$ (6,489)	21,920	20,007	22,462
Sep-25	\$ 132,500	\$ 140,913	\$ 8,413	\$ 114,923	\$ 115,374	\$ 451	\$ 8,864	22,055	22,404	21,164
Oct-25	\$ 130,375	\$ 140,595	\$ 10,220	\$ 114,923	\$ 115,225	\$ 302	\$ 10,522	16,433	19,571	19,997
Nov-25	\$ 118,208	\$ 118,502	\$ 294	\$ 114,923	\$ 115,233	\$ 310	\$ 604	12,123	14,420	16,076
Dec-25	\$ 128,765	\$ 102,158	\$ (26,607)	\$ 114,923	\$ 115,236	\$ 313	\$ (26,294)	14,496	15,608	13,462
Jan-26	\$ 120,926	\$ 110,488	\$ (10,438)	\$ 114,923	\$ 115,430	\$ 507	\$ (9,931)	11,341	14,052	12,585
Feb-26	\$ 100,123	\$ 99,028	\$ (1,095)	\$ 114,923	\$ 115,090	\$ 167	\$ (928)	11,662	12,670	12,652
Mar-26	\$ 111,783	\$ -	\$ -	\$ 114,923	\$ -	\$ -	\$ -	-	13,524	12,842
Apr-26	\$ 120,926	\$ -	\$ -	\$ 114,923	\$ -	\$ -	\$ -	-	17,953	15,689
May-26	\$ 114,100	\$ -	\$ -	\$ 114,923	\$ -	\$ -	\$ -	-	20,202	19,740
Jun-26	\$ 120,890	\$ -	\$ -	\$ 114,921	\$ -	\$ -	\$ -	-	19,340	20,768
Total	\$ 1,511,573	\$ 980,418	\$ (63,456)	\$ 1,379,074	\$ 912,939	\$ (6,445)	\$ (69,901)	132,798	213,236	211,239
YTD avg	100%	65%		100%	66%			Year to Date Monthly Averages		
								11,067	17,770	17,603
								Yearly Average	17,770	17,603
* Projected Income is calculated by using current year and previous 5 year average monthly units sold.										
Units Sold by Calendar Year (1 Unit = 1 HCF = 748 Gallons)										

Bank Account Summary												Consent Item 4.C. iv
	7/31/2025	8/31/2025	9/30/2025	10/31/2025	11/30/2025	12/31/2025	1/31/2026	2/28/2026	3/31/2026	4/30/2026	5/31/2026	6/30/2026
	LAIF	\$335,359	\$335,359	\$335,359	\$339,023	\$339,023	\$339,023	\$342,607	\$342,607			
California Class	\$2,167,689	\$2,175,653	\$2,183,293	\$2,191,060	\$2,198,332	\$2,205,571	\$2,106,821	\$2,112,870				
Charles Schwab	\$96,589	\$96,592	\$0	\$0	\$0	\$0	\$0	\$0				
Coast Hills FCU												
Checking	\$227,349	\$277,549	\$213,676	\$253,280	\$299,252	\$236,792	\$293,039	\$330,148				
Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Investment Checking	\$202	\$202	\$202	\$202	\$202	\$202	\$202	\$202				
Savings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Payroll	\$34,982	\$31,158	\$10,173	\$21,662	\$9,417	\$28,085	\$23,863	\$13,074				
ACH (Sweep Account)	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000				
Total Coast Hill FCU	\$263,533	\$309,910	\$225,051	\$276,144	\$309,871	\$266,079	\$318,104	\$344,424				
Five Star Bank												
Operating	\$352,714	\$125,706	\$304,919	\$267,069	\$223,193	\$229,482	\$190,431	\$175,207				
Development	\$13,047	\$13,048	\$13,049	\$13,050	\$13,051	\$13,052	\$13,053	\$13,054				
Money Market	\$134,472	\$134,959	\$135,432	\$135,918	\$136,384	\$136,860	\$137,330	\$137,747				
ACH (Sweep Account)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Payroll	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Total Five Star Bank	\$500,233	\$273,712	\$453,400	\$416,037	\$372,628	\$379,394	\$340,814	\$326,008				
Combined Balance	\$3,363,403	\$3,191,226	\$3,197,103	\$3,222,264	\$3,219,854	\$3,190,067	\$3,108,346	\$3,125,909				
Monthly Change	-\$83,036	-\$172,176	\$5,877	\$25,161	-\$2,410	-\$29,787	-\$81,721	\$17,563				
Fiscal Year Monthly Change To Date												
	-\$320,530											

Mission Hills Community Services District							8
Budget to Actual Comparison							0.67
Thru 02/28/2026							4
	Budgeted	Prorated Budget	Actual Thru		Remainder	% of Budget	Explanation
	Fiscal Year 25-26	Feb-26	Feb-26	Difference	Budgeted Amount	67%	
Income							
Late Fees/Charges	\$ 40,000	\$ 26,667	\$ 32,094	\$ 5,427	\$ 7,906	80%	Higher Than Budgeted
Water Service	\$ 1,511,573	\$ 1,007,715	\$ 979,417	\$ (28,298)	\$ 532,156	65%	Slightly Lower Than Budgeted
Sewer Service	\$ 1,379,074	\$ 919,383	\$ 912,939	\$ (6,444)	\$ 466,135	66%	Slightly Lower Than Budgeted
Street Sweeping	\$ 18,076	\$ 12,051	\$ 11,753	\$ (298)	\$ 6,323	65%	Slightly Lower Than Budgeted
	\$ 2,948,723	\$ 1,965,815	\$ 1,936,203	\$ (29,612)	\$ 1,012,520	66%	Revenue is 1% Below Budget
	Budgeted	Prorated Budget	Actual Thru		Remainder		
	Fiscal Year 25-26	Feb-26	Feb-26	Difference	Budgeted Amount		
Expense							
Salaries & Wages	\$ 1,114,208	\$ 742,805	\$ 698,016	\$ 44,789	\$ 416,192	63%	Slightly Lower Than Budgeted
Employee Benefits	\$ 242,393	\$ 161,595	\$ 202,550	\$ (40,955)	\$ 39,843	84%	Increased # People on Insurance
Director Fees	\$ 12,000	\$ 8,000	\$ 5,000	\$ 3,000	\$ 7,000	42%	Lower Than Budgeted (Less Meetings)
WMA GSA Allocation	\$ 40,000	\$ 26,667	\$ 8,067	\$ 18,600	\$ 31,933	20%	Groundwater Extraction Fees
Election Expense	\$ 3,000	\$ 2,000	\$ -	\$ 2,000	\$ 3,000	0%	No Election Expense Yet
Vehicle Expense	\$ 37,000	\$ 24,667	\$ 20,677	\$ 3,990	\$ 16,323	56%	Lower Than Budgeted
Insurance	\$ 43,000	\$ 28,667	\$ 16,316	\$ 12,351	\$ 26,684	38%	Lower Than Budgeted
Memberships	\$ 35,000	\$ 23,333	\$ 26,068	\$ (2,735)	\$ 8,932	74%	Higher Than Budgeted, Timing of Payments
Office Expenses	\$ 7,500	\$ 5,000	\$ 9,401	\$ (4,401)	\$ (1,901)	125%	Includes Bulk Postage Refill
Operating Supplies	\$ 8,500	\$ 5,667	\$ 12,426	\$ (6,759)	\$ (3,926)	146%	Includes Lawn Mower Rental
Chemicals	\$ 78,500	\$ 52,333	\$ 26,155	\$ 26,178	\$ 52,345	33%	Lower Than Budgeted
Safety	\$ 7,500	\$ 5,000	\$ 13,173	\$ (8,173)	\$ (5,673)	176%	Includes Winch Purchase & Axial Blower Purchase
Contractual Services	\$ 85,000	\$ 56,667	\$ 86,514	\$ (29,847)	\$ (1,514)	102%	Includes Emissions Testing
Professional Services	\$ 60,000	\$ 40,000	\$ 29,753	\$ 10,247	\$ 30,247	50%	Lower Than Budgeted
Printing & Publication	\$ 5,000	\$ 3,333	\$ 5,389	\$ (2,056)	\$ (389)	108%	Envelopes and Bills Ordered
Equipment Lease	\$ 6,000	\$ 4,000	\$ 3,538	\$ 462	\$ 2,462	59%	Lower Than Budgeted
Monitoring	\$ 20,000	\$ 13,333	\$ 15,272	\$ (1,939)	\$ 4,728	76%	Higher Than Budgeted, Includes Quarterly Monitoring
Travel/Meetings/Meals	\$ 20,000	\$ 13,333	\$ 4,578	\$ 8,755	\$ 15,422	23%	Lower Than Budgeted
Utilities	\$ 280,000	\$ 186,667	\$ 191,062	\$ (4,395)	\$ 88,938	68%	Slightly Higher Than Budgeted
Government Fees	\$ 40,000	\$ 26,667	\$ 33,643	\$ (6,976)	\$ 6,357	84%	Higher Than Budgeted
Repairs & Maintenance	\$ 210,000	\$ 140,000	\$ 104,879	\$ 35,121	\$ 105,121	50%	Lower Than Budgeted
	\$ 2,354,601	\$ 1,569,734	\$ 1,512,477	\$ 57,257	\$ 842,124	64%	Expenses are 3% Below Budget
Resolution 15-229 - Budget Preparation and Approval Process							
C.3. - Whenever a budgeted expense line item has circumstances where a projected expense exceeds a 5% variance of the total budget, the GM will be required to seek a super majority approval from the BoD before the expense is finalized, when possible.							
				5% =	\$ 117,730.05		



MISSION HILLS COMMUNITY SERVICES DISTRICT

MEMORANDUM

TO: Board of Directors

FROM: Mike Garner, General Manager
Arleen Block, Board Secretary

DATE: March 18, 2026

SUBJECT: **Approve Resolution No. 26-368 Commending Mr. Steve Dietrich**

Recommendation / Proposed Motion

Proposed Motion: Approve Resolution No. 26-368

Discussion

Mr. Steve Dietrich served as Board President & Vice President. He was involved in various committees throughout his 8 years of service and demonstrated his capabilities as an active Board of Director. Steve submitted his resignation in November 2025

In recognition of Steve's service to the District, the Board of Directors requested staff to prepare a Resolution Commending Steve Dietrich for his years of service and for consistently providing wise advice and guidance to the Board of Directors and applying judgment and forethought to future challenges. The draft Resolution is attached for the Board's consideration and adoption.

Attachment(s):

1. Resolution No. 26-368

RESOLUTION NO. 26-368

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION
HILLS COMMUNITY SERVICES DISTRICT IN THE MATTER OF
COMMENDATION OF**

Steve Dietrich

WHEREAS, Mission Hills Community Services District was established in 1979 as a local government agency under California Government Code Section 61000 et seq. to provide water and wastewater services to the communities of Mission Hills and Mesa Oaks, an unincorporated area of Santa Barbara County north of Lompoc; and

WHEREAS, Steve ran for an open seat 2016 on the Board of Directors in the November 8th, 2016 General Election. He was elected to the Board with 918 votes and was sworn in on December 6, 2016; and

WHEREAS, Steve was reelected to the Board on November 3, 2020, with 833 votes resulting in 8 consecutive years of service on the Board; and

WHEREAS, during his tenure, Steve served as President and Vice president of the Mission Hills Community Services District, Board of Directors. He was involved in various committees while serving at Mission Hills CSD such as Water / Wastewater, Development, Community Engagement, and Finance; and

WHEREAS, Steve was a dedicated elected official who guided Directors and staff through growth, changes, and COVID-19 to accomplish pushing the district forward, and accomplish the following:

1. Adopted annual operating budgets which increased from 1.7M in the Fiscal Year 2016-2017 to 2.8M in the Fiscal Year 2024-25.
2. Built financial reserves, through fiscal management, from a low of 3.1M in the 2016-2017 Fiscal year to 4M in 2024-2025.
3. Approved the Burton Ranch Agreement and City of Lompoc Agreement in 2023.
4. Acquired 1199 Purisima Road for future crucial Lift Station upgrades.
5. Incorporated new infrastructure and provided water and wastewater services to 44 new homes in the Purisima Hills Development

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Mission Hills Community Services District, that Steve Dietrich be commended and thanked on behalf of the 3,571 residents of Mission Hills and Mesa Oaks for 8 years of dedicated and faithful service of the Board of Directors.

Passed and Adopted by the Board of Directors of the Mission Hills Community Services District this 18th day of March 2026, upon motion by Director _____, seconded by Director _____, and as approved by the following vote:

AYES:

NOES:

ABSENT:

By: _____
Jorge Magana, President, Board of Directors

Attest:

By: _____
Arleen Block, Board Secretary



MISSION HILLS COMMUNITY SERVICES DISTRICT

6. COMMUNICATIONS- The Board of Directors may ask a question for clarification, make an announcement, or report briefly on recent activities or conferences. Also, Directors may provide a reference to staff or other resources for information and request the Board President consider placing an item on a future committee meeting or regular meeting.

A. General Manager Comments

MHCSD COMMITTEE MEETING UPDATES

March 18,2026 Board Meeting

Committee	Summary Discussion	Completed Meeting Date
Finance/Budget Dotzler/Keeling Alt. Magana		
Legal/Personal Magana/Keeling Alt. McLeod	Closed Meeting	03-13-2026
Water/Wastewater McLeod/Starbuck Alt.Dotzler	Discussed Capital Improvement Projects for 2026-2027	03-11-2026
WMA GSA JPA Keeling Alt. GM		

B. Director's Comments

C. Public Comments

THE LAST PAGE OF THE BOARD PACKET