



**Board of Directors**

Jorge Magana, President  
Steve Dietrich, Vice President  
Jim Keeling, Director  
Matthew Starbuck, Director  
Glen Mcleod, Director

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Mike Garner, General Manager

**Mission Hills Community Services District Board of Directors  
Special Meetings Minutes  
December 11<sup>th</sup>, 2024  
1550 East Burton Mesa Blvd, Lompoc, CA - District Board Room**

The Special Meeting of the Board of Directors of the Mission Hills Community Services District was called to order at 4:30 pm on Wednesday, October 11<sup>th</sup>, 2024, at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

**DIRECTORS PRESENT:**

By roll call: Jim Keeling, Steve Dietrich, Glen McLeod, Matthew Starbuck, and Jorge Magana.

**DIRECTORS ABSENT:**

None

**STAFF PRESENT:**

Mike Garner, Carol Reynolds, Lupe Huitron and Javier Rodriguez.

**OTHERS PRESENT:**

1. **Call to Order and Pledge of Allegiance**
2. **Roll Call**
3. **Public Comment-** No public comment received
4. **Consent Agenda**

**A. Approved Minutes**

- i.) October 16<sup>th</sup>, 2024 (Approved During December 11<sup>th</sup>, Special Meeting)  
(No November Meeting Minutes, since November Meeting was canceled)

**B. Activity Reports for October & November**

- i.) General Manager and Administrative Reports
- ii.) Water and Wastewater

### **C. Financial Reports**

- 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 made by Director Magana and seconded by Director Dietrich, to approve the Consent Agenda as presented.

Motion passed 5-0 Vote.

Ayes: Jim Keeling, Matthew Starbuck, Glen McLeod, Steve Dietrich, and Jorge Magana

Noes: None

Abstain: None

Absent: None

## **5. Regular Business Items**

### **A. Newly Elected Officials**

The Board of Directors and General Manager Welcomed and congratulated the returning Directors Jorge Magana and Steve Dietrich, and the newly elected Director Glen McLeod to our December Special Meeting. Newly re-elected Directors took office on the first Friday of December 2024 and took the Oath of Office on December 11<sup>th</sup>, 2024.

This Agenda Item was made for informational purposes only, no action was necessary.

## **6. Discuss and Consider Officer Elections for 2025**

Recommendation to nominate and elect President, Vice President, and Finance Officer for the Calendar Year 2025.

**President:** Director Jim Keeling moved to nominate Director Jorge Magana for President; Second by Director Steve Dietrich. **Motion passed 5-0 Vote;** Director Magana will serve as Board President in 2025.

**Vice President:** Director Jorge Magana moved to nominate Steve Dietrich, for Vice President, second by Director Matthew Starbuck. **Motion Passed 5-0 vote;** Director Steve Dietrich will serve as Vice President in 2025

**Finance Officer:** Director Jorge Magana moved to nominate Jim Keeling for Finance Officer, Second by Director Matthew Starbuck. **Motion Passed 5-0 vote;** Director James Keeling will serve as Finance Officer in 2025.

Director Magana moved to approve all the nominations for the selected 2025 Officer Elections.

Ayes: Jim Keeling, Matthew Starbuck, Glen McLeod, Steve Dietrich, and Jorge Magana

Noes: None

Abstain: None

Absent: None

**C. Discuss and Approve the Cost-share Agreement**

A motion was made by Director Magana and seconded by Director Keeling to approve and ratify the Santa Ynez WMA Joint Power Authority Cost-Sharing and Reimbursement Agreement.

**Motion passed 5-0 vote.**

Ayes: Jorge Magana, Myron Heavin, Matthew Starbuck, Steve Dietrich, and Jim Keeling.

Noes: None

Abstain: None

Absent: None

**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 direct staff to place a topic or report on a future committee or regular meeting agenda.

**A. General Manager's Comments-** The General Manager let the Board know that a new discussion item will be added to the 2025 January Board Meeting, to ratify his decision to sandblast and recoat filter tank. He also recognized Mission Hills CSD for receiving two awards from ACWA/JPIA, for achieving a low ratio of paid claims and Case Reserves & Workers' Compensation Program to "Deposit Premiums" for the period 2020-2023.

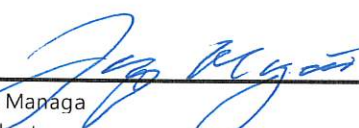
**B. Directors' Comments-** None


**C. Public comments-** None

With no further business before the Board, the meeting was adjourned at 5:58 pm.

Respectfully submitted:

**Lupe Huitron**

X   
Jorge Managa  
President

X   
Lupe Huitron  
Board Secretary

