



OCCIDENTAL COMMUNITY SERVICES DISTRICT
P.O. Box 244 • Occidental, CA 95465 • 707.874.3800
Board President • Ray Lunardi • www.occidentalcsl.org



NOTICE & AGENDA OF THE Board of Directors Regular Meeting

February 14, 2023 • 7:00pm Meeting

THIS MEETING WILL BE HELD IN PERSON WITH THE OPTION OF ZOOM
PLEASE EMAIL ADMIN@OCCIDENTALCSD.ORG FOR A LINK TO JOIN

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE

II. PUBLIC COMMENT

During this time, the public may speak to the Board on any item not on the agenda of interest to the public within the subject matter jurisdiction of the Board. Pursuant to the Brown Act, the Board is not allowed to consider issues or take action on any item not listed on the agenda during this period. For action items listed on the agenda, the public will have an opportunity to comment prior to the Board's vote on such action items. Public comment is limited to three minutes.

III. CONSENT CALENDAR

- a. Approval of Minutes
 - i. January 10, 2023, Regular Meeting

IV. FIRE

- a. Chief's Report
- b. Correspondence (*Discussion Item*)

V. WATER

- a. Correspondence (*Discussion Item*)

VI. COMMUNITY SERVICES

- a. Correspondence (*Discussion Item*)

VII. BOARD COMMENT

VIII. ADJOURNMENT

To request that an item be placed on the agenda within the subject matter of the jurisdiction of the Board, mail to PO Box 244, Occidental, CA 95465 or email the Board Clerk, Tiffanie Herring (admin@occidentalcsl.org) so that the request is received 10 days before the meeting which is usually held the second Tuesday of each month.



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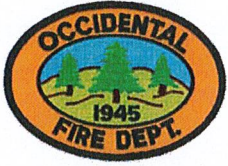


BOARD OF DIRECTORS MEETING MINUTES

Tuesday, January 10, 2023, 7:00 p.m.

Occidental Fire Dept – 3800 Bohemian Hwy, Occidental

1. **CALL TO ORDER** – The regular meeting of the Board of Directors of the Occidental Community Services District was called to order by President Ray Lunardi at 7:01PM. Roll Call of Directors: Ray Lunardi, Chris Martin, Richard Eichenholz, Gino Gaffney, and Tom Gonnella.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – nothing to report.
3. **CONSENT OF CALENDAR**
 - a. Minutes of December 13, 2022 – Motion to approve by Tom Gonnella and seconded by Richard Eichenholz.
4. **FIRE**
 - a. Chief's Report – 62 calls for the month of January, 44 calls for December and a total of 416 for all of 2022. There was a tragic incident on Joy Rd, Chief Lunardi received an outpouring of love from the community including therapy dogs, counselors, and a peer support group. The fire department rented a front loader for the storm that will be paid for preposition, it has been used 7-9 times. No update on water tender since the storm has kept everyone busy.
 - b. Correspondence – nothing to report.
 - c. Chipper Lease Agreement – there will need to be procedures put in place for all departments participating in the program. Motion to approve the lease agreement by Chris Martin and seconded by Richard Eichenholz.
 - d. LAFCO Special District Representative – Motion to approve the vote for Rich Holmer by Chris Martin and seconded by Gino Gaffney.
5. **WATER**
 - a. Correspondence –
 - i. Water loss is at 8.33%. Right now, camp meeker and OCSD are living on storage because of the flooding and river being too high. After the water recedes and a bacteria test has been done, the wells will be turned back on.
6. **COMMUNITY SERVICES**
 - a. Correspondence – nothing to report.
7. **ADJOURNMENT** – Motion to approve by Chris Martin and motion passed unanimously at 7:58PM



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MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

Tiffanie Herring, Clerk of the Board

Occidental - Fire
Profit & Loss Budget vs. Actual
 July 1, 2022 through February 10, 2023

	TOTAL				
	Jan 23	Jul 1, '22 - Feb 10, 23	Budget	\$ Over Budget	% of Budget
Income					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	192,940.34	315,123.00	-122,182.66	61.23%
40003 · Direct Charges - CY	0.00	228,800.12	389,152.00	-160,351.88	58.8%
40012 · SB2557 Prop Tax Admin	0.00	0.00	-3,200.00	3,200.00	0.0%
40101 · Prop Taxes - CY Unsecured	0.00	10,241.98	8,805.00	1,436.98	116.32%
40105 · CollectCost Del CY Unsecured	0.00	0.00	-136.00	136.00	0.0%
40111 · Supplemental Prop Taxes - CY	0.00	6,184.78	6,807.00	-622.22	90.86%
40201 · Prop Taxes - PY Secured	0.00	-24.95	0.00	-24.95	100.0%
40202 · Direct Charges - Prior Year	0.00	8,091.48	3,700.00	4,391.48	218.69%
40211 · Prop Taxes - PY Unsecured	0.00	217.00	0.00	217.00	100.0%
42291 · State Homeowners Prop Tax Relf	0.00	1,150.18	1,408.00	-257.82	81.69%
42293 · State - Other In-Lieu Tax	0.00	6.34	0.00	6.34	100.0%
Total 40000 · Tax Revenue	0.00	447,607.27	721,659.00	-274,051.73	62.03%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	1,325.98	5,600.00	-4,274.02	23.68%
Total 44000 · Revenue - Use of Money & Prop	0.00	1,325.98	5,600.00	-4,274.02	23.68%
45000 · Misc. Revenue	250.00	9,124.22	0.00	9,124.22	100.0%
Total Income	250.00	458,057.47	727,259.00	-269,201.53	62.98%
Expense					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	12,707.92	92,914.19	0.00	92,914.19	100.0%
50705 · Volunteer Pay	0.00	16,627.76	0.00	16,627.76	100.0%
50710 · Strike Team/Upstaffing	0.00	4,595.47	0.00	4,595.47	100.0%
50715 · FICA - Retirement	787.89	6,981.35	0.00	6,981.35	100.0%
50720 · Medicare	184.26	3,871.83	0.00	3,871.83	100.0%
50725 · Health Insurance	0.00	969.22	0.00	969.22	100.0%
50730 · Unemployment	381.26	1,271.59	0.00	1,271.59	100.0%
50808 · Worker's Comp	0.00	38,163.00	40,000.00	-1,837.00	95.41%
50000 · Salaries and Employee Benefits - Other	0.00	0.00	310,000.00	-310,000.00	0.0%
Total 50000 · Salaries and Employee Benefits	14,061.33	165,394.41	350,000.00	-184,605.59	47.26%
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	23,072.00	16,000.00	7,072.00	144.2%
51061 · Maintenance - Equipment	4,233.38	42,822.87	50,000.00	-7,177.13	85.65%
51071 · Maintenance - Bldg & Improve	26.07	11,391.62	15,000.00	-3,608.38	75.94%
51202 · Election Services	0.00	0.00	4,000.00	-4,000.00	0.0%
51206 · Accounting/Auditing Services	0.00	17,802.50	4,050.00	13,752.50	439.57%
51207 · Administrative Services	675.00	525.00	8,100.00	-7,575.00	6.48%
51211 · Legal Services	0.00	0.00	500.00	-500.00	0.0%
51221 · Medical/Laboratory Services	0.00	0.00	10,000.00	-10,000.00	0.0%
51225 · Training Services	213.89	1,370.91	4,000.00	-2,629.09	34.27%
51235 · Dispatch Services	0.00	6,332.01	6,000.00	332.01	105.53%
51249 · Other Professional Services	524.55	2,898.61	5,000.00	-2,101.39	57.97%
51803 · Other Contract Services	500.00	3,500.00	8,400.00	-4,900.00	41.67%
51902 · Communications/Radios	3,315.64	5,285.04	15,000.00	-9,714.96	35.23%
51916 · County Service Charges	0.00	480.00	2,500.00	-2,020.00	19.2%
52021 · Clothing/Uniforms/Personnel	3,128.57	9,507.47	10,000.00	-492.53	95.08%
52031 · Food	179.69	319.66	1,000.00	-680.34	31.97%
52041 · Household Supplies Expense	187.33	2,083.86	2,000.00	83.86	104.19%

Occidental - Fire
Profit & Loss Budget vs. Actual
 July 1, 2022 through February 10, 2023

	TOTAL				
	Jan 23	Jul 1, '22 - Feb 10, 23	Budget	\$ Over Budget	% of Budget
52043 · Safety Supplies/Equipment	0.00	804.10	15,000.00	-14,195.90	5.36%
52061 · Fuel/Gas/Oil	2,499.84	7,830.87	20,000.00	-12,169.13	39.15%
52081 · Medical/Laboratory Supplies	874.64	3,664.96	12,000.00	-8,335.04	30.54%
52091 · Memberships/Certifications	300.00	2,065.99	2,000.00	65.99	103.3%
52141 · Minor Equipment/Small Tools	0.00	11,395.91	20,000.00	-8,604.09	56.98%
52191 · Utilities Expense	1,837.14	17,999.40	25,000.00	-7,000.60	72.0%
Total 51000 · Services and Supplies	18,495.74	171,152.78	255,550.00	-84,397.22	66.97%
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	0.00	121,709.00	-121,709.00	0.0%
Total 55000 · Appropriation for Contingencies	0.00	0.00	121,709.00	-121,709.00	0.0%
60400 · Bank Service Charges	0.00	25.00	0.00	25.00	100.0%
Total Expense	32,557.07	336,572.19	727,259.00	-390,686.81	46.28%
Net Income	-32,307.07	121,485.28	0.00	121,485.28	100.0%

Occidental - Water
Profit & Loss Budget vs. Actual
July 1, 2022 through February 10, 2023

	TOTAL				
	Jan 23	Jul 1, '22 - Feb 10, 23	Budget	\$ Over Budget	% of Budget
Income					
45313 · Sale - Water					
45000 · Charges for Services	7,538.59	67,539.09	125,000.00	-57,460.91	54.03%
Total 45313 · Sale - Water	7,538.59	67,539.09	125,000.00	-57,460.91	54.03%
Total Income	7,538.59	67,539.09	125,000.00	-57,460.91	54.03%
Expense					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	0.00	5,000.00	-5,000.00	0.0%
51077 · Maint - Infrastructure	0.00	4,580.74	2,000.00	2,580.74	229.04%
51202 · Election Services	0.00	0.00	4,000.00	-4,000.00	0.0%
51206 · Accounting/Auditing Services	0.00	10,541.25	2,700.00	7,841.25	390.42%
51207 · Administrative Services	450.00	2,025.00	5,400.00	-3,375.00	37.5%
51211 · Legal Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51244 · Permits/License/Fees	605.94	2,245.64	8,000.00	-5,754.36	28.07%
51249 · Other Professional Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51301 · Publications and Legal Notices	0.00	0.00	500.00	-500.00	0.0%
51801 · Other Services	0.00	0.00	10,500.00	-10,500.00	0.0%
51803 · Other Contract Services	3,685.27	32,241.02	40,000.00	-7,758.98	80.6%
51916 · County Service Charges	0.00	0.00	2,020.00	-2,020.00	0.0%
52091 · Memberships/Certifications	0.00	1,620.00	2,000.00	-380.00	81.0%
52101 · Other Supplies	0.00	0.00	500.00	-500.00	0.0%
52111 · Office Supplies	0.00	0.00	2,500.00	-2,500.00	0.0%
52117 · Mail and Postage Supplies	0.00	0.00	500.00	-500.00	0.0%
52191 · Utilities Expense	886.18	7,874.36	8,000.00	-125.64	98.43%
Total 51000 · Services and Supplies	5,627.39	61,128.01	103,620.00	-42,491.99	58.99%
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	0.00	21,380.00	-21,380.00	0.0%
Total 55000 · Appropriation for Contingencies	0.00	0.00	21,380.00	-21,380.00	0.0%
60400 · Bank Service Charges	0.00	15.80	0.00	15.80	100.0%
Total Expense	5,627.39	61,143.81	125,000.00	-63,856.19	48.92%
Net Income	1,911.20	6,395.28	0.00	6,395.28	100.0%

Occidental - Community
Profit & Loss Budget vs. Actual
July 1, 2022 through February 10, 2023

TOTAL					
	Jan 23	Jul 1, '22 - Feb 10, 23	Budget	\$ Over Budget	% of Budget
Income					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	21,844.76	32,702.00	-10,857.24	66.8%
40012 · SB2557 Prop Tax Admin	0.00	0.00	-412.61	412.61	0.0%
40111 · Supplemental Prop Taxes - CY	0.00	592.72	682.00	-89.28	86.91%
42111 · State - Other In-Lieu Tax	0.00	0.68	0.00	0.68	100.0%
42291 · State Homeowners Prop Tax Relf	0.00	109.93	144.00	-34.07	76.34%
Total 40000 · Tax Revenue	0.00	22,548.09	33,115.39	-10,567.30	68.09%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	18.49	350.00	-331.51	5.28%
46050 · Cancelled/Stale Dated Warrants	0.00	100.00	0.00	100.00	100.0%
Total 44000 · Revenue - Use of Money & Prop	0.00	118.49	350.00	-231.51	33.85%
Total Income	0.00	22,666.58	33,465.39	-10,798.81	67.73%
Expense					
51000 · Services and Supplies					
51031 · Waste Disposal Services	437.70	3,782.98	2,400.00	1,382.98	157.62%
51202 · Election Services	0.00	0.00	1,000.00	-1,000.00	0.0%
51206 · Accounting/Auditing Services	0.00	3,017.50	2,250.00	767.50	134.11%
51207 · Administrative Services	375.00	1,875.00	4,500.00	-2,625.00	41.67%
51226 · Consulting Services	0.00	0.00	1,000.00	-1,000.00	0.0%
51249 · Other Professional Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51916 · County Service Charges	0.00	0.00	100.00	-100.00	0.0%
52071 · Materials and Supplies Expense	0.00	294.24	800.00	-505.76	36.78%
52091 · Memberships/Certifications	0.00	360.00	500.00	-140.00	72.0%
52111 · Office Expense	0.00	0.00	1,000.00	-1,000.00	0.0%
52117 · Mail and Postage Supplies	0.00	0.00	250.00	-250.00	0.0%
52193 · Utilities - Electric	326.40	2,165.50	5,000.00	-2,834.50	43.31%
Total 51000 · Services and Supplies	1,139.10	11,495.22	23,800.00	-12,304.78	48.3%
55000 · Appropriations for Contingencie					
55011 · Appropriation for Contingencies	0.00	0.00	9,665.39	-9,665.39	0.0%
Total 55000 · Appropriations for Contingencie	0.00	0.00	9,665.39	-9,665.39	0.0%
Total Expense	1,139.10	11,495.22	33,465.39	-21,970.17	34.35%
Net Income	-1,139.10	11,171.36	0.00	11,171.36	100.0%