



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

April 11, 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. March 14, 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*)
- b. Consolidation Discussion with Camp Meeker (*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, March 14, 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 7:16PM. 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 February 14, 2023 – Motion to approve by Gino Gaffney and seconded by Tom Gonnella.
4. **FIRE**
 - a. Chief's Report – 45 calls for the month of February.
 - b. Correspondence – nothing to report.
 - c. Stipend Pay Restructure – Motion to approve by Gino Gaffney and seconded by Tom Gonnella.
5. **WATER**
 - a. Correspondence – Water loss is at 10.79% for February. Water Permit was approved until 2030 to apply for a license.
6. **COMMUNITY SERVICES**
 - a. Correspondence – Going to change out the toilet for a better one and move it to a better location. 5 tables were purchased.
 - b. Letter or Support for Safer West County CAL FIRE Grant Application – Motion to approve by Chris Martin and seconded by Tom Gonnella.
7. **ADJOURNMENT** – Motion to approve by Gino Gaffney and motion passed unanimously at 7:36PM

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

Tiffanie Herring, Clerk of the Board

Occidental - Fire
Profit & Loss Budget vs. Actual
 July 1, 2022 through April 3, 2023

	TOTAL				
	Mar 23	Jul 1, '22 - Apr 3, 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	1,843.67	5,600.00	-3,756.33	32.92%
Total 44000 · Revenue - Use of Money & Prop	0.00	1,843.67	5,600.00	-3,756.33	32.92%
45000 · Misc. Revenue	220.60	9,907.81	0.00	9,907.81	100.0%
Total Income	220.60	459,358.75	727,259.00	-267,900.25	63.16%
Expense					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	18,172.68	118,045.33	0.00	118,045.33	100.0%
50705 · Volunteer Pay	0.00	16,627.76	0.00	16,627.76	100.0%
50710 · Strike Team/Upstaffing	16,642.56	21,238.03	0.00	21,238.03	100.0%
50715 · FICA - Retirement	2,158.55	9,571.32	0.00	9,571.32	100.0%
50720 · Medicare	504.83	4,477.55	0.00	4,477.55	100.0%
50725 · Health Insurance	0.00	969.22	0.00	969.22	100.0%
50730 · Unemployment	542.02	1,879.08	0.00	1,879.08	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	38,020.64	210,971.29	350,000.00	-139,028.71	60.28%
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	18,942.00	16,000.00	2,942.00	118.39%
51061 · Maintenance - Equipment	656.70	47,826.67	50,000.00	-2,173.33	95.65%
51071 · Maintenance - Bldg & Improve	78.04	12,443.13	15,000.00	-2,556.87	82.95%
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	0.00	1,875.00	8,100.00	-6,225.00	23.15%
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	0.00	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	2,114.47	5,236.53	5,000.00	236.53	104.73%
51803 · Other Contract Services	500.00	4,500.00	8,400.00	-3,900.00	53.57%
51902 · Communications/Radios	234.64	5,754.32	15,000.00	-9,245.68	38.36%
51916 · County Service Charges	0.00	480.00	2,500.00	-2,020.00	19.2%
52021 · Clothing/Uniforms/Personnel	2,927.90	12,978.23	10,000.00	2,978.23	129.78%
52031 · Food	0.00	556.26	1,000.00	-443.74	55.63%
52041 · Household Supplies Expense	326.19	3,464.50	2,000.00	1,464.50	173.23%

Occidental - Fire
Profit & Loss Budget vs. Actual
July 1, 2022 through April 3, 2023

	TOTAL				
	Mar 23	Jul 1, '22 - Apr 3, 23	Budget	\$ Over Budget	% of Budget
52043 · Safety Supplies/Equipment	522.92	1,327.02	15,000.00	-13,672.98	8.85%
52061 · Fuel/Gas/Oil	1,124.38	8,955.25	20,000.00	-11,044.75	44.78%
52081 · Medical/Laboratory Supplies	386.15	4,511.74	12,000.00	-7,488.26	37.6%
52091 · Memberships/Certifications	2,656.00	5,027.60	2,000.00	3,027.60	251.38%
52141 · Minor Equipment/Small Tools	577.84	12,678.65	20,000.00	-7,321.35	63.39%
52191 · Utilities Expense	1,331.05	27,681.72	25,000.00	2,681.72	110.73%
Total 51000 · Services and Supplies	13,436.28	199,744.04	255,550.00	-55,805.96	78.16%
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	51,456.92	410,740.33	727,259.00	-316,518.67	56.48%
Net Income	-51,236.32	48,618.42	0.00	48,618.42	100.0%

Occidental - Water

Profit & Loss Budget vs. Actual

July 1, 2022 through April 3, 2023

	TOTAL				
	Mar 23	Jul 1, '22 - Apr 3, 23	Budget	\$ Over Budget	% of Budget
Income					
45313 · Sale - Water					
45000 · Charges for Services	11,033.54	83,426.91	125,000.00	-41,573.09	66.74%
Total 45313 · Sale - Water	11,033.54	83,426.91	125,000.00	-41,573.09	66.74%
Total Income	11,033.54	83,426.91	125,000.00	-41,573.09	66.74%
Expense					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	4,130.00	5,000.00	-870.00	82.6%
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	0.00	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	0.00	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	3,836.52	36,506.54	40,000.00	-3,493.46	91.27%
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	434.41	8,517.31	8,000.00	517.31	106.47%
Total 51000 · Services and Supplies	4,270.93	70,166.48	103,620.00	-33,453.52	67.72%
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	6.20	22.00	0.00	22.00	100.0%
Total Expense	4,277.13	70,188.48	125,000.00	-54,811.52	56.15%
Net Income	6,756.41	13,238.43	0.00	13,238.43	100.0%

Occidental - Community
Profit & Loss Budget vs. Actual
July 1, 2022 through April 3, 2023

	TOTAL				
	Feb 23	Jul 1, '22 - Apr 3, 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	4,458.38	2,400.00	2,058.38	185.77%
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	5,370.75	5,664.99	800.00	4,864.99	708.12%
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	286.00	2,703.05	5,000.00	-2,296.95	54.06%
Total 51000 · Services and Supplies	6,469.45	18,078.92	23,800.00	-5,721.08	75.96%
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	6,469.45	18,078.92	33,465.39	-15,386.47	54.02%
Net Income	-6,469.45	4,587.66	0.00	4,587.66	100.0%