



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



**NOTICE & AGENDA OF THE
Board of Directors Regular Meeting**

May 9, 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. April 11, 2023, Regular Meeting

IV. FIRE

- a. Chief's Report
- b. Correspondence (*Discussion Item*)
- c. FASIS EBA JPA Agreement (*Action Item*)
- d. Subcommittee for Consolidation (*Discussion Item*)
- e. Water Tender (*Discussion Item, possible Action 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@occidentalcscd.org) so that the request is received 10 days before the meeting which is usually held the second Tuesday of each month.



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, April 11, 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, Richard Eichenholz, and Gino Gaffney.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – Diane Masura informed the board that one of the streetlights is flashing which is owned by the county and she will let them know.
3. **CONSENT OF CALENDAR**
 - a. Minutes of March 14, 2023 – Motion to approve by Richard Eichenholz and seconded by Gino Gaffney.
4. **FIRE**
 - a. Chief's Report – 45 calls for the month of March. There are 4 recruits who attended a live fire training that will be onboarded. About two and a half hours of chipping has been completed. To sign up for chipping the public will go to the Fire Safe Occidental website.
 - b. Correspondence – nothing to report.
5. **WATER**
 - a. Correspondence – Water loss is at 10.14% for March. The larger battery was installed and working smoothly.
6. **COMMUNITY SERVICES**
 - a. Correspondence – 5 tables were purchased; the firefighters will sand and stain them.
 - b. Consolidation Discussion with Camp Meeker – Gary Helfrick came to the meeting and requested to put together a subcommittee to open the discussion of consolidation. He stated that the community of Camp Meeker would like to discuss the option to consolidate fire with Occidental and that the board of Park & Recreation found out second hand about the consolidation with Gold Ridge. Protest Period for LAFCO was also discussed and if the community would get behind it.
7. **ADJOURNMENT** – Motion to approve by Richard Eichenholz and motion passed unanimously at 7:29PM

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

Tiffanie Herring, Clerk of the Board



TO: FASIS Member Districts
FROM: Jennifer Jobe, FASIS Executive Director
DATE: March 2, 2023
SUBJECT: **AMENDED AND RESTATED JOINT POWERS AGREEMENT OF FIRE RISK MANAGEMENT SERVICES** (*formerly Fire Agencies Self Insurance Systems (FASIS)*)

The Fire Agencies Self Insurance System (FASIS) and Fire Districts Association of California Employment Benefits Association (FDAC EBA) will consolidate, effective July 1, 2023, to form Fire Risk Management Services (FRMS). FRMS is a multi-line risk pool providing workers' compensation and employee benefits coverage to eligible fire districts in California.

The FASIS and FDAC EBA Consolidation Advisory Committee has met regularly over the past twelve months to work toward streamlining the financial and administrative services via a consolidation of the two programs. At the Special Board of Directors Meeting on February 22, 2023, the FASIS and FDAC EBA Boards unanimously approved the FRMS Amended and Restated Joint Powers Agreement (JPA), effective July 1, 2023.

In accordance with the Joint Powers Agreement: Creating the Fire Agencies Self Insurance System, Article 30:

"This Agreement may be amended at any time by the written approval of two-thirds (2/3) of the Member Districts signatory to it."

Attached is the Amended and Restated Joint Powers Agreement of the Fire Risk Management Services. The Agreement requires approval under Section 31: Execution in Counterparts and must be received in our office **no later than June 20, 2023**. Signatories to the Agreement will require approval from their respective governing bodies. To aid in this endeavor, attached are sample resolutions for use by either 1) members of FASIS only; or 2) members of both FASIS and FDAC EBA. The sample resolutions allow for approval of the Agreement and authorize the designated executive officer to execute, thus enabling participation in FRMS, effective July 1, 2023.

Upon approval from your district's governing body, the Agreement under Section 31 (page 20) must be executed using one of the following options:

1. Original Signature: print Section 31 (page 20) of the Agreement, sign and return via USPS.
2. Electronic Signature - Email: print Section 31 (page 20) of the Agreement, sign, scan, and return via email.
3. Electronic Signature - Acrobat Sign: electronically access the [Agreement](#), sign, and submit.

When utilizing options #1 or #2 above, please submit the executed Agreement via USPS, email, or fax to:

Colleen Morrison, FASIS Analyst
c/o Sedgwick
1750 Creekside Oaks Dr., Ste. 200
Sacramento, CA 95833
(916) 244-1199 – FAX
colleen.morrison@sedgwick.com

Your attention to this important matter is appreciated. If you have any questions or require additional information, please contact Colleen Morrison at (916) 244-1176 or colleen.morrison@sedgwick.com.

Attachments:

1. Amended and Restated Joint Powers Agreement of Fire Risk Management Services
2. Sample Resolution Authorizing Participation in Fire Risk Management Services – FASIS
3. Sample Resolution Authorizing Participation in Fire Risk Management Services – FASIS & FDAC EBA

**RESOLUTION OF THE OCCIDENTAL COMMUNITY SERVICES DISTRICT
AUTHORIZING PARTICIPATION IN AND APPROVING THE AMENDED AND
RESTATED JOINT EXERCISE OF POWERS AGREEMENT OF THE FIRE RISK
MANAGEMENT SERVICES JOINT POWERS AUTHORITY**

WHEREAS, the Fire Agencies Self Insurance System (FASIS) was formed in 1984 for the purpose of jointly funding losses and providing risk management services to reduce such losses by and among California fire protection and community services districts; and

WHEREAS, the FDAC Employment Benefits Authority (FDAC EBA) was formed in 2005 to establish, operate, manage, and administer health and welfare benefit programs for the benefit of the existing and retired officers, employees and members of the legislative body of the California public agencies who are members of FDAC EBA; and

WHEREAS, following the exploration and in-depth analysis of a strategic partnership, the Board of Directors of FASIS and FDAC EBA directed the merger of the two programs, effective July 1, 2023, to provide comprehensive and cost-effective coverage programs through a responsive risk pool for fire service agencies; and

WHEREAS, FASIS and FDAC EBA have agreed that FASIS will change its name to Fire Risk Management Services (FRMS) and adopt an amended and restated joint exercise of powers agreement, and that FDAC EBA will assign its rights and liabilities to FRMS and adopt the same agreement as its own; and

WHEREAS, the amended and restated agreement allows FRMS to operate the programs previously operated by both FDAC EBA and FASIS, and admit members that would have been eligible to join either FDAC EBA or FASIS in the past; and

WHEREAS, **OCCIDENTAL COMMUNITY SERVICES DISTRICT** is currently a member of both FASIS and FDAC EBA, and the **BOARD OF DIRECTORS OCCIDENTAL COMMUNITY SERVICES DISTRICT** finds it in the best interest of **OCCIDENTAL COMMUNITY SERVICES DISTRICT** to continue participating in and obtaining coverage and risk management services from FRMS; and

WHEREAS, FRMS requires the **OCCIDENTAL COMMUNITY SERVICES DISTRICT** to pass a resolution expressing the desire and commitment **OCCIDENTAL COMMUNITY SERVICES DISTRICT** to approve the amended and restated joint exercise of powers agreement of FRMS and continue participation in FRMS, which requires a new three-year minimum participation period.

NOW, THEREFORE, BE IT RESOLVED that the **BOARD OF DIRECTORS of OCCIDENTAL COMMUNITY SERVICES DISTRICT** approves the Amended and Restated Joint Exercise of Powers Agreement for FRMS, as presented; and

BE IT FURTHER RESOLVED that the BOARD OF DIRECTORS authorizes the BOARD PRESIDENT to sign the Amended and Restated Joint Exercise of Powers Agreement that shall enable the **OCCIDENTAL COMMUNITY SERVICES DISTRICT** to continue participating in the joint self-insurance and risk management programs provided by FRMS.

Director Lunardi _____
Director Martin _____
Director Gonnella _____

Director Gaffney _____
Director Eichenholz _____

THIS RESOLUTION DULY PASSED this _____ day of _____, 2023.

AYES: _____ NOES: _____ ABSENT OR NOT VOTING: _____

WHEREUPON, the Board President declared the foregoing resolution adopted, and **SO ORDERED**.

/s/ _____
Ray Lunardi, President of the Board

Date: _____

/s/ _____
Tiffanie Herring, Clerk of the Board

Date: _____

Occidental - Fire
Profit & Loss Budget vs. Actual
 July 1, 2022 through May 5, 2023

	TOTAL				
	Apr 23	Jul 1, '22 - May 5, 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	2,105.83	5,600.00	-3,494.17	37.6%
Total 44000 · Revenue - Use of Money & Prop	0.00	2,105.83	5,600.00	-3,494.17	37.6%
45000 · Misc. Revenue	250.00	10,157.81	0.00	10,157.81	100.0%
Total Income	250.00	459,870.91	727,259.00	-267,388.09	63.23%
Expense					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	12,159.72	130,205.05	0.00	130,205.05	100.0%
50705 · Volunteer Pay	0.00	16,627.76	0.00	16,627.76	100.0%
50710 · Strike Team/Upstaffing	0.00	21,238.03	0.00	21,238.03	100.0%
50715 · FICA - Retirement	753.90	10,325.22	0.00	10,325.22	100.0%
50720 · Medicare	176.32	4,653.87	0.00	4,653.87	100.0%
50725 · Health Insurance	0.00	969.22	0.00	969.22	100.0%
50730 · Unemployment	77.68	1,956.76	0.00	1,956.76	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	13,167.62	224,138.91	350,000.00	-125,861.09	64.04%
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	18,942.00	16,000.00	2,942.00	118.39%
51061 · Maintenance - Equipment	783.24	48,983.48	50,000.00	-1,016.52	97.97%
51071 · Maintenance - Bldg & Improve	532.21	14,133.40	15,000.00	-866.60	94.22%
51202 · Election Services	0.00	0.00	4,000.00	-4,000.00	0.0%
51206 · Accounting/Auditing Services	0.00	14,427.50	4,050.00	10,377.50	356.24%
51207 · Administrative Services	1,125.00	7,425.00	8,100.00	-675.00	91.67%
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	315.65	5,837.55	5,000.00	837.55	116.75%
51803 · Other Contract Services	0.00	4,500.00	8,400.00	-3,900.00	53.57%
51902 · Communications/Radios	4,499.19	10,253.51	15,000.00	-4,746.49	68.36%
51916 · County Service Charges	0.00	480.00	2,500.00	-2,020.00	19.2%
52021 · Clothing/Uniforms/Personnel	207.58	13,495.04	10,000.00	3,495.04	134.95%
52031 · Food	0.00	556.26	1,000.00	-443.74	55.63%
52041 · Household Supplies Expense	146.18	3,390.78	2,000.00	1,390.78	169.54%

Occidental - Fire
Profit & Loss Budget vs. Actual
July 1, 2022 through May 5, 2023

	TOTAL				
	Apr 23	Jul 1, '22 - May 5, 23	Budget	\$ Over Budget	% of Budget
52043 · Safety Supplies/Equipment	0.00	1,327.02	15,000.00	-13,672.98	8.85%
52061 · Fuel/Gas/Oil	0.00	9,447.79	20,000.00	-10,552.21	47.24%
52081 · Medical/Laboratory Supplies	0.00	4,566.36	12,000.00	-7,433.64	38.05%
52091 · Memberships/Certifications	306.00	5,333.60	2,000.00	3,333.60	266.68%
52141 · Minor Equipment/Small Tools	815.15	16,010.87	20,000.00	-3,989.13	80.05%
52191 · Utilities Expense	1,099.12	29,210.83	25,000.00	4,210.83	116.84%
Total 51000 · Services and Supplies	9,829.32	216,023.91	255,550.00	-39,526.09	84.53%
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	22,996.94	440,187.82	727,259.00	-287,071.18	60.53%
Net Income	-22,746.94	19,683.09	0.00	19,683.09	100.0%

Occidental - Water

Profit & Loss Budget vs. Actual

July 1, 2022 through May 5, 2023

	TOTAL				
	Apr 23	Jul 1, '22 - May 5, 23	Budget	\$ Over Budget	% of Budget
Income					
45313 · Sale - Water					
45000 · Charges for Services	6,811.99	90,238.90	125,000.00	-34,761.10	72.19%
Total 45313 · Sale - Water	6,811.99	90,238.90	125,000.00	-34,761.10	72.19%
Total Income	6,811.99	90,238.90	125,000.00	-34,761.10	72.19%
Expense					
51000 · Services and Supplies					
51042 · Insurance - Premiums	-65.00	4,065.00	5,000.00	-935.00	81.3%
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	8,516.25	2,700.00	5,816.25	315.42%
51207 · Administrative Services	450.00	4,500.00	5,400.00	-900.00	83.33%
51211 · Legal Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51244 · Permits/License/Fees	825.00	3,070.64	8,000.00	-4,929.36	38.38%
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	44,179.58	40,000.00	4,179.58	110.45%
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	659.28	9,759.55	8,000.00	1,759.55	121.99%
Total 51000 · Services and Supplies	5,705.80	80,291.76	103,620.00	-23,328.24	77.49%
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	22.00	0.00	22.00	100.0%
Total Expense	5,705.80	80,313.76	125,000.00	-44,686.24	64.25%
Net Income	1,106.19	9,925.14	0.00	9,925.14	100.0%

Occidental - Community
Profit & Loss Budget vs. Actual
July 1, 2022 through May 5, 2023

	TOTAL				
	Apr 23	Jul 1, '22 - May 5, 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/State 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	237.70	4,696.08	2,400.00	2,296.08	195.67%
51202 · Election Services	0.00	0.00	1,000.00	-1,000.00	0.0%
51206 · Accounting/Auditing Services	0.00	1,892.50	2,250.00	-357.50	84.11%
51207 · Administrative Services	750.00	3,750.00	4,500.00	-750.00	83.33%
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	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	269.08	2,972.13	5,000.00	-2,027.87	59.44%
Total 51000 · Services and Supplies	1,256.78	19,335.70	23,800.00	-4,464.30	81.24%
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	1,256.78	19,335.70	33,465.39	-14,129.69	57.78%
Net Income	-1,256.78	3,330.88	0.00	3,330.88	100.0%