



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

July 09, 2024 • 6:00pm Meeting

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

**I. CALL TO ORDER**

**II. PUBLIC COMMENT ON ITEMS NOT AGENDIZED**

*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 (3) minutes.*

**III. CONSENT CALENDAR**

- a. Approval of Minutes
  - i. June 11, 2024, 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@occidentalcسد.org](mailto:admin@occidentalcسد.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, June 11, 2024, 6:00 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 6:00PM. Roll Call of Directors: Ray Lunardi, Tom Gonnella, Chris Martin, and Gino Gaffney.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None.
3. **CONSENT OF CALENDAR**
  - a. Minutes of May 14, 2024 – Motion to approve by Tom Gonnella and seconded by Gino Gaffney.
4. **FIRE**
  - a. Chief’s Report – 37 calls for May. The crew has been chipping about 2 days a week. Dozer is almost done and will be back at the station soon.
  - b. Correspondence – none.
5. **WATER**
  - a. Correspondence – water loss for May is 7.25%.
6. **COMMUNITY SERVICES**
  - a. Correspondence – None.
  - b. FY 24/25 Preliminary Budget – Motion to approve the fire, water, and community preliminary budget for FY24/25 by Tom Gonnella and seconded by Chris Martin.
  - c. Prop 4 Limit – Motion to approve by Chris Martin and seconded by Tom Gonnella.
7. **ADJOURNMENT** – Motion to approve by Chris Martin and motion passed unanimously at 6:13PM.

### MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

---

Tiffanie Herring, Clerk of the Board

**Occidental - Fire**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

	TOTAL				
	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	338,176.16	350,000.00	-11,823.84	96.62%
40003 · Direct Charges - CY	0.00	358,619.72	375,000.00	-16,380.28	95.63%
40012 · SB2557 Prop Tax Admin	0.00	-3,635.00	-3,700.00	65.00	98.24%
40101 · Prop Taxes - CY Unsecured	0.00	10,636.95	10,200.00	436.95	104.28%
40111 · Supplemental Prop Taxes - CY	0.00	4,443.81	8,300.00	-3,856.19	53.54%
40201 · Prop Taxes - PY Secured	0.00	-143.60			
40202 · Direct Charges - Prior Year	0.00	3,854.00	10,300.00	-6,446.00	37.42%
40211 · Prop Taxes - PY Unsecured	0.00	0.00	217.00	-217.00	0.0%
40221 · Supplemental Prop Taxes - PY	0.00	-14.55			
42291 · State Homeowners Prop Tax Relf	0.00	781.65	1,800.00	-1,018.35	43.43%
42293 · State - Other In-Lieu Tax	0.00	6.31	7.00	-0.69	90.14%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>712,725.45</b>	<b>752,124.00</b>	<b>-39,398.55</b>	<b>94.76%</b>
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	14,933.19	2,500.00	12,433.19	597.33%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>14,933.19</b>	<b>2,500.00</b>	<b>12,433.19</b>	<b>597.33%</b>
45000 · Misc. Revenue					
45002 · Donations	0.00	6,900.00			
45000 · Misc. Revenue - Other	98.98	406.13	500.00	-93.87	81.23%
<b>Total 45000 · Misc. Revenue</b>	<b>98.98</b>	<b>7,306.13</b>	<b>500.00</b>	<b>6,806.13</b>	<b>1,461.23%</b>
46000 · Strike Team/Upstaffing Income	0.00	9,135.16			
<b>Total Income</b>	<b>98.98</b>	<b>744,099.93</b>	<b>755,124.00</b>	<b>-11,024.07</b>	<b>98.54%</b>
<b>Expense</b>					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	4,983.25	58,710.52	200,000.00	-141,289.48	29.36%
50703 · Stipend Pay	7,141.50	85,489.88			
50705 · Volunteer Pay	0.00	18,474.46	20,000.00	-1,525.54	92.37%
50710 · Strike Team/Upstaffing	0.00	4,077.00	1.00	4,076.00	407,700.0%
50715 · FICA - Retirement	768.90	10,496.87	20,000.00	-9,503.13	52.48%
50720 · Medicare	179.83	2,454.95	10,000.00	-7,545.05	24.55%
50725 · Health Insurance	276.92	3,035.53	15,000.00	-11,964.47	20.24%
50730 · Unemployment	59.72	2,184.24	5,000.00	-2,815.76	43.69%
50808 · Worker's Comp	-16,626.00	5,727.00	25,000.00	-19,273.00	22.91%
<b>Total 50000 · Salaries and Employee Benefits</b>	<b>-3,215.88</b>	<b>190,650.45</b>	<b>295,001.00</b>	<b>-104,350.55</b>	<b>64.63%</b>
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	22,066.00	20,000.00	2,066.00	110.33%
51061 · Maintenance - Equipment	152.88	49,973.61	50,000.00	-26.39	99.95%
51071 · Maintenance - Bldg & Improve	-458.38	15,649.71	15,000.00	649.71	104.33%
51202 · Election Services	0.00	0.00	2,500.00	-2,500.00	0.0%
51206 · Audit Services	0.00	3,950.00	4,500.00	-550.00	87.78%
51207 · Administrative Services	2,000.00	10,800.00	10,800.00	0.00	100.0%
51211 · Legal Services	0.00	320.00	500.00	-180.00	64.0%
51221 · Office Expense	0.00	1,732.53	2,500.00	-767.47	69.3%
51225 · Training Services	0.00	961.52	5,000.00	-4,038.48	19.23%
51235 · Dispatch Services	0.00	6,166.52	6,500.00	-333.48	94.87%
51249 · Other Professional Services	323.05	6,310.14	6,500.00	-189.86	97.08%

**Occidental - Fire**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

	TOTAL				
	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
51803 · Other Contract Services	1,000.00	7,501.00	8,400.00	-899.00	89.3%
51902 · Communications/Radios	440.11	11,766.04	15,000.00	-3,233.96	78.44%
51916 · County Service Charges	0.00	480.00	12,500.00	-12,020.00	3.84%
52021 · Clothing/Uniforms/Personnel	0.00	64,344.41	10,000.00	54,344.41	643.44%
52031 · Food	0.00	403.61	1,000.00	-596.39	40.36%
52041 · Household Supplies Expense	126.07	2,529.34	5,000.00	-2,470.66	50.59%
52043 · Safety Supplies/Equipment	1,024.24	17,031.72	10,000.00	7,031.72	170.32%
52061 · Fuel/Gas/Oil	0.00	8,530.27	20,000.00	-11,469.73	42.65%
52081 · Medical/Laboratory Supplies	0.00	4,643.53	12,000.00	-7,356.47	38.7%
52091 · Memberships/Certifications	322.15	6,141.17	6,000.00	141.17	102.35%
52141 · Minor Equipment/Small Tools	574.33	8,155.99	20,000.00	-11,844.01	40.78%
52191 · Utilities Expense	649.53	21,199.20	35,000.00	-13,800.80	60.57%
<b>Total 51000 · Services and Supplies</b>	<b>6,153.98</b>	<b>270,656.31</b>	<b>278,700.00</b>	<b>-8,043.69</b>	<b>97.11%</b>
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	0.00	181,423.00	-181,423.00	0.0%
<b>Total 55000 · Appropriation for Contingencies</b>	<b>0.00</b>	<b>0.00</b>	<b>181,423.00</b>	<b>-181,423.00</b>	<b>0.0%</b>
60400 · Bank Service Charges	0.00	35.00			
<b>Total Expense</b>	<b>2,938.10</b>	<b>461,341.76</b>	<b>755,124.00</b>	<b>-293,782.24</b>	<b>61.1%</b>
<b>Net Income</b>	<b>-2,839.12</b>	<b>282,758.17</b>	<b>0.00</b>	<b>282,758.17</b>	<b>100.0%</b>

**Occidental - Water**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

TOTAL

	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
45313 · Sale - Water					
45000 · Charges for Services	8,199.25	112,793.43	115,000.00	-2,206.57	98.08%
<b>Total 45313 · Sale - Water</b>	<b>8,199.25</b>	<b>112,793.43</b>	<b>115,000.00</b>	<b>-2,206.57</b>	<b>98.08%</b>
<b>Total Income</b>	<b>8,199.25</b>	<b>112,793.43</b>	<b>115,000.00</b>	<b>-2,206.57</b>	<b>98.08%</b>
<b>Expense</b>					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	4,091.00	5,000.00	-909.00	81.82%
51077 · Maint - Infrastructure	0.00	5,102.01	6,000.00	-897.99	85.03%
51206 · Audit Services	0.00	3,000.00	3,000.00	0.00	100.0%
51207 · Administrative Services	0.00	7,200.00	7,200.00	0.00	100.0%
51211 · Legal Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51244 · Permits/License/Fees	0.00	12,660.95	4,000.00	8,660.95	316.52%
51249 · Other Professional Services	0.00	550.00			
51803 · Other Contract Services	3,941.78	47,012.95	50,000.00	-2,987.05	94.03%
51916 · County Service Charges	0.00	7,231.05	4,400.00	2,831.05	164.34%
52091 · Memberships/Certifications	0.00	1,920.00	2,000.00	-80.00	96.0%
52101 · Other Supplies	0.00	0.00	500.00	-500.00	0.0%
52111 · Office Supplies	0.00	0.00	500.00	-500.00	0.0%
52117 · Mail and Postage Supplies	0.00	0.00	500.00	-500.00	0.0%
52191 · Utilities Expense	1,363.71	16,382.09	15,000.00	1,382.09	109.21%
<b>Total 51000 · Services and Supplies</b>	<b>5,305.49</b>	<b>105,150.05</b>	<b>103,100.00</b>	<b>2,050.05</b>	<b>101.99%</b>
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	0.00	11,900.00	-11,900.00	0.0%
<b>Total 55000 · Appropriation for Contingencies</b>	<b>0.00</b>	<b>0.00</b>	<b>11,900.00</b>	<b>-11,900.00</b>	<b>0.0%</b>
60400 · Bank Service Charges	0.00	6.20			
<b>Total Expense</b>	<b>5,305.49</b>	<b>105,156.25</b>	<b>115,000.00</b>	<b>-9,843.75</b>	<b>91.44%</b>
<b>Net Income</b>	<b>2,893.76</b>	<b>7,637.18</b>	<b>0.00</b>	<b>7,637.18</b>	<b>100.0%</b>

**Occidental - Community**  
**Profit & Loss Budget vs. Actual**  
 July 2023 through June 2024

TOTAL

	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	36,397.10	39,400.00	-3,002.90	92.38%
40012 · SB2557 Prop Tax Admin	0.00	-387.00	-395.00	8.00	97.98%
40101 · Prop Taxes CY Unsecured	0.00	1,130.33			
40111 · Supplemental Prop Taxes - CY	0.00	473.36	1,152.00	-678.64	41.09%
40201 · Prop Taxes PY Secured	0.00	-15.31			
40221 · Supplemental Prop Taxes PY	0.00	-1.56			
42111 · State - Other In-Lieu Tax	0.00	0.67	1.00	-0.33	67.0%
42291 · State Homeowners Prop Tax Relf	0.00	83.07	85.00	-1.93	97.73%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>37,680.66</b>	<b>40,243.00</b>	<b>-2,562.34</b>	<b>93.63%</b>
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	14.07			
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>14.07</b>			
<b>Total Income</b>	<b>0.00</b>	<b>37,694.73</b>	<b>40,243.00</b>	<b>-2,548.27</b>	<b>93.67%</b>
<b>Expense</b>					
51000 · Services and Supplies					
51031 · Waste Disposal Services	170.90	3,929.21	6,000.00	-2,070.79	65.49%
51202 · Election Services	0.00	0.00	500.00	-500.00	0.0%
51206 · Audit Services	0.00	3,000.00	3,000.00	0.00	100.0%
51207 · Administrative Services	0.00	6,000.00	6,000.00	0.00	100.0%
51226 · Consulting Services	0.00	0.00	1,000.00	-1,000.00	0.0%
51249 · Other Professional Services	0.00	0.00	1,000.00	-1,000.00	0.0%
51916 · County Service Charges	0.00	0.00	2,300.00	-2,300.00	0.0%
52071 · Materials and Supplies Expense	0.00	259.18	1,000.00	-740.82	25.92%
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	304.02	3,574.48	5,000.00	-1,425.52	71.49%
<b>Total 51000 · Services and Supplies</b>	<b>474.92</b>	<b>17,122.87</b>	<b>27,550.00</b>	<b>-10,427.13</b>	<b>62.15%</b>
55000 · Appropriations for Contingencie					
55011 · Appropriation for Contingencies	0.00	0.00	12,693.00	-12,693.00	0.0%
<b>Total 55000 · Appropriations for Contingencie</b>	<b>0.00</b>	<b>0.00</b>	<b>12,693.00</b>	<b>-12,693.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>474.92</b>	<b>17,122.87</b>	<b>40,243.00</b>	<b>-23,120.13</b>	<b>42.55%</b>
<b>Net Income</b>	<b>-474.92</b>	<b>20,571.86</b>	<b>0.00</b>	<b>20,571.86</b>	<b>100.0%</b>