



OCCIDENTAL COMMUNITY SERVICES DISTRICT  
P.O. Box 244 • Occidental, CA 95465 • 707.874.3800  
Board President • Ray Lunardi • [www.occidentalcسد.org](http://www.occidentalcسد.org)



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

August 13, 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. July 09, 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*)
- b. RFP Approval (*Discussion item, possible Action 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.*



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## BOARD OF DIRECTORS MEETING MINUTES

Tuesday, July 09, 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 6:06PM. Roll Call of Directors: Ray Lunardi, Tom Gonnella, Chris Martin, Richard Eichenholz, and Gino Gaffney.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – A few members of the public wanted to thank the department for their fast response to the fire last night. One member of the public wanted to let everyone know that there will be a town hall meeting on 10/23 with Lynda Hopkins.
3. **CONSENT OF CALENDAR**
  - a. Minutes of June 11, 2024 – Motion to approve by Tom Gonnella and seconded by Richard Eichenholz.
4. **FIRE**
  - a. Chief's Report – Chief Lunardi was not able to make it to the meeting. Will report next month.
  - b. Correspondence – none.
5. **WATER**
  - a. Correspondence – water loss for Juen is 2.19%.
6. **COMMUNITY SERVICES**
  - a. Correspondence – None.
7. **ADJOURNMENT** – Motion to approve by Chris Martin and motion passed unanimously at 6:19PM.

### MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

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Tiffanie Herring, Clerk of the Board

**Occidental - Fire**

**Profit & Loss Budget vs. Actual**

July 1 through August 12, 2024

	TOTAL				
	Jul 24	Jul 1 - Aug 12, 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>40000 · Tax Revenue</b>					
40002 · Prop Tax - CY Secured	0.00	0.00	350,000.00	-350,000.00	0.0%
40003 · Direct Charges - CY	0.00	0.00	375,000.00	-375,000.00	0.0%
40012 · SB2557 Prop Tax Admin	0.00	0.00	-3,700.00	3,700.00	0.0%
40101 · Prop Taxes - CY Unsecured	0.00	0.00	10,200.00	-10,200.00	0.0%
40111 · Supplemental Prop Taxes - CY	0.00	0.00	8,300.00	-8,300.00	0.0%
40202 · Direct Charges - Prior Year	0.00	0.00	10,300.00	-10,300.00	0.0%
40211 · Prop Taxes - PY Unsecured	0.00	0.00	217.00	-217.00	0.0%
42291 · State Homeowners Prop Tax Relf	0.00	0.00	1,800.00	-1,800.00	0.0%
42293 · State - Other In-Lieu Tax	0.00	0.00	7.00	-7.00	0.0%
42295 · Measure H Tax Revenue	0.00	0.00	483,000.00	-483,000.00	0.0%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>1,235,124.00</b>	<b>-1,235,124.00</b>	<b>0.0%</b>
<b>44000 · Revenue - Use of Money &amp; Prop</b>					
44002 · Interest on Pooled Cash	0.00	0.00	2,500.00	-2,500.00	0.0%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>0.00</b>	<b>2,500.00</b>	<b>-2,500.00</b>	<b>0.0%</b>
<b>45000 · Misc. Revenue</b>					
45003 · Grant Income	90,000.00	90,000.00	0.00	90,000.00	100.0%
<b>Total 45000 · Misc. Revenue</b>	<b>90,000.00</b>	<b>90,000.00</b>	<b>0.00</b>	<b>90,000.00</b>	<b>100.0%</b>
46000 · Strike Team/Upstaffing Income	10,462.94	10,462.94	1.00	10,461.94	1,046,294.0%
<b>Total Income</b>	<b>100,462.94</b>	<b>100,462.94</b>	<b>1,237,625.00</b>	<b>-1,137,162.06</b>	<b>8.12%</b>
<b>Expense</b>					
<b>50000 · Salaries and Employee Benefits</b>					
50702 · Permanent Positions	5,084.00	7,724.62	200,000.00	-192,275.38	3.86%
50703 · Stipend Pay	7,440.00	10,946.80	150,000.00	-139,053.20	7.3%
50705 · Volunteer Pay	0.00	0.00	25,000.00	-25,000.00	0.0%
50710 · Strike Team/Upstaffing	17,691.86	17,691.86	1.00	17,690.86	1,769,186.0%
50715 · FICA - Retirement	1,890.55	2,280.27	10,000.00	-7,719.73	22.8%
50720 · Medicare	442.14	533.29	25,000.00	-24,466.71	2.13%
50725 · Health Insurance	276.92	415.38	30,000.00	-29,584.62	1.39%
50730 · Unemployment	396.88	405.27	5,000.00	-4,594.73	8.11%
50808 · Worker's Comp	24,219.00	24,219.00	35,000.00	-10,781.00	69.2%
<b>Total 50000 · Salaries and Employee Benefits</b>	<b>57,441.35</b>	<b>64,216.49</b>	<b>480,001.00</b>	<b>-415,784.51</b>	<b>13.38%</b>
<b>51000 · Services and Supplies</b>					
51042 · Insurance - Premiums	26,147.00	26,147.00	25,000.00	1,147.00	104.59%
51061 · Maintenance - Equipment	7,472.27	7,737.65	50,000.00	-42,262.35	15.48%
51071 · Maintenance - Bldg & Improve	19.51	19.51	15,000.00	-14,980.49	0.13%
51202 · Election Services	0.00	0.00	2,500.00	-2,500.00	0.0%
51206 · Audit Services	0.00	0.00	4,500.00	-4,500.00	0.0%
51207 · Administrative Services	2,000.00	4,000.00	10,800.00	-6,800.00	37.04%
51211 · Legal Services	0.00	0.00	500.00	-500.00	0.0%
51221 · Office Expense	0.00	0.00	2,500.00	-2,500.00	0.0%
51225 · Training Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51235 · Dispatch Services	0.00	0.00	6,500.00	-6,500.00	0.0%
51249 · Other Professional Services	2,786.90	2,881.00	6,500.00	-3,619.00	44.32%
51803 · Other Contract Services	0.00	0.00	8,400.00	-8,400.00	0.0%
51902 · Communications/Radios	440.11	880.22	15,000.00	-14,119.78	5.87%

**Occidental - Fire**  
**Profit & Loss Budget vs. Actual**  
 July 1 through August 12, 2024

	TOTAL				
	Jul 24	Jul 1 - Aug 12, 24	Budget	\$ Over Budget	% of Budget
51916 · County Service Charges	286.40	286.40	500.00	-213.60	57.28%
52021 · Clothing/Uniforms/Personnel	0.00	0.00	15,000.00	-15,000.00	0.0%
52031 · Food	0.00	0.00	1,000.00	-1,000.00	0.0%
52041 · Household Supplies Expense	14.09	14.09	5,000.00	-4,985.91	0.28%
52043 · Safety Supplies/Equipment	348.43	355.20	15,000.00	-14,644.80	2.37%
52061 · Fuel/Gas/Oil	2,752.57	2,752.57	20,000.00	-17,247.43	13.76%
52081 · Medical/Laboratory Supplies	1,327.95	1,377.06	12,000.00	-10,622.94	11.48%
52091 · Memberships/Certifications	355.20	355.20	8,000.00	-7,644.80	4.44%
52141 · Minor Equipment/Small Tools	0.00	42.27	20,000.00	-19,957.73	0.21%
52191 · Utilities Expense	1,367.32	1,800.78	35,000.00	-33,199.22	5.15%
<b>Total 51000 · Services and Supplies</b>	<b>45,317.75</b>	<b>48,648.95</b>	<b>283,700.00</b>	<b>-235,051.05</b>	<b>17.15%</b>
<b>55000 · Appropriation for Contingencies</b>					
55011 · Appropriation for Contingencies	0.00	0.00	473,924.00	-473,924.00	0.0%
<b>Total 55000 · Appropriation for Contingencies</b>	<b>0.00</b>	<b>0.00</b>	<b>473,924.00</b>	<b>-473,924.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>102,759.10</b>	<b>112,865.44</b>	<b>1,237,625.00</b>	<b>-1,124,759.56</b>	<b>9.12%</b>
<b>Net Income</b>	<b>-2,296.16</b>	<b>-12,402.50</b>	<b>0.00</b>	<b>-12,402.50</b>	<b>100.0%</b>

**Occidental - Water**  
**Profit & Loss Budget vs. Actual**  
 July 1 through August 12, 2024

	TOTAL				
	Jul 24	Jul 1 - Aug 12, 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
45313 · Sale - Water					
45000 · Charges for Services	9,541.48	9,541.48	115,000.00	-105,458.52	8.3%
<b>Total 45313 · Sale - Water</b>	<b>9,541.48</b>	<b>9,541.48</b>	<b>115,000.00</b>	<b>-105,458.52</b>	<b>8.3%</b>
<b>Total Income</b>	<b>9,541.48</b>	<b>9,541.48</b>	<b>115,000.00</b>	<b>-105,458.52</b>	<b>8.3%</b>
<b>Expense</b>					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	0.00	5,000.00	-5,000.00	0.0%
51077 · Maint - Infrastructure	1,140.44	1,140.44	6,000.00	-4,859.56	19.01%
51206 · Audit Services	0.00	0.00	3,000.00	-3,000.00	0.0%
51207 · Administrative Services	0.00	0.00	7,200.00	-7,200.00	0.0%
51211 · Legal Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51244 · Permits/License/Fees	402.50	402.50	4,000.00	-3,597.50	10.06%
51803 · Other Contract Services	3,990.97	7,981.94	50,000.00	-42,018.06	15.96%
51916 · County Service Charges	0.00	0.00	2,500.00	-2,500.00	0.0%
52091 · Memberships/Certifications	0.00	0.00	2,500.00	-2,500.00	0.0%
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	1,546.11	2,656.48	15,000.00	-12,343.52	17.71%
<b>Total 51000 · Services and Supplies</b>	<b>7,080.02</b>	<b>12,181.36</b>	<b>101,700.00</b>	<b>-89,518.64</b>	<b>11.98%</b>
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	0.00	13,300.00	-13,300.00	0.0%
<b>Total 55000 · Appropriation for Contingencies</b>	<b>0.00</b>	<b>0.00</b>	<b>13,300.00</b>	<b>-13,300.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>7,080.02</b>	<b>12,181.36</b>	<b>115,000.00</b>	<b>-102,818.64</b>	<b>10.59%</b>
<b>Net Income</b>	<b>2,461.46</b>	<b>-2,639.88</b>	<b>0.00</b>	<b>-2,639.88</b>	<b>100.0%</b>

**Occidental - Community**  
**Profit & Loss Budget vs. Actual**  
 July 1 through August 12, 2024

	TOTAL				
	Jul 24	Jul 1 - Aug 12, 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	0.00	39,400.00	-39,400.00	0.0%
40012 · SB2557 Prop Tax Admin	0.00	0.00	-395.00	395.00	0.0%
40111 · Supplemental Prop Taxes - CY	0.00	0.00	1,152.00	-1,152.00	0.0%
42111 · State - Other In-Lieu Tax	0.00	0.00	1.00	-1.00	0.0%
42291 · State Homeowners Prop Tax Relf	0.00	0.00	85.00	-85.00	0.0%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>40,243.00</b>	<b>-40,243.00</b>	<b>0.0%</b>
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	0.00	5.00	-5.00	0.0%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>-5.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>40,248.00</b>	<b>-40,248.00</b>	<b>0.0%</b>
<b>Expense</b>					
51000 · Services and Supplies					
51031 · Waste Disposal Services	646.30	646.30	6,000.00	-5,353.70	10.77%
51202 · Election Services	0.00	0.00	500.00	-500.00	0.0%
51206 · Audit Services	0.00	0.00	3,000.00	-3,000.00	0.0%
51207 · Administrative Services	0.00	0.00	6,000.00	-6,000.00	0.0%
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	1,000.00	-1,000.00	0.0%
52071 · Materials and Supplies Expense	0.00	0.00	1,000.00	-1,000.00	0.0%
52091 · Memberships/Certifications	0.00	0.00	500.00	-500.00	0.0%
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	603.48	603.48	5,000.00	-4,396.52	12.07%
<b>Total 51000 · Services and Supplies</b>	<b>1,249.78</b>	<b>1,249.78</b>	<b>26,250.00</b>	<b>-25,000.22</b>	<b>4.76%</b>
55000 · Appropriations for Contingencie					
55011 · Appropriation for Contingencies	0.00	0.00	13,998.00	-13,998.00	0.0%
<b>Total 55000 · Appropriations for Contingencie</b>	<b>0.00</b>	<b>0.00</b>	<b>13,998.00</b>	<b>-13,998.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>1,249.78</b>	<b>1,249.78</b>	<b>40,248.00</b>	<b>-38,998.22</b>	<b>3.11%</b>
<b>Net Income</b>	<b>-1,249.78</b>	<b>-1,249.78</b>	<b>0.00</b>	<b>-1,249.78</b>	<b>100.0%</b>