



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**

December 10, 2024 • 6:00pm 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

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. November 12, 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@occidentalcsl.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, November 12, 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, Chris Martin, Richard Eichenholz, and Gino Gaffney.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – a member of the public informed the board that the Christmas Lighting will be December 6th.
3. **CONSENT OF CALENDAR**
 - a. Minutes of October 08, 2024 – Motion to approve by Gino Gaffney and seconded by Richard Eichenholz.
4. **FIRE**
 - a. Chief's Report – 29 calls for October.
 - b. Correspondence – none.
 - c. Measure H Funding Agreement – Motion to approve by Gino Gaffney and seconded by Richard Eichenholz.
5. **WATER**
 - a. Correspondence – water loss for October is 5.15%.
 - b. Bill Wadsworth Water Documents – Bill Wadsworth presented his documents and summarized all the pages.
6. **COMMUNITY SERVICES**
 - a. Correspondence – applied for the open space and ag grant and should find out on December 10.
7. **ADJOURNMENT** – Motion to approve by Chris Martin and motion passed unanimously at 6:20PM.

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

Tiffanie Herring, Clerk of the Board

Occidental - Fire
Profit & Loss Budget vs. Actual
 July 1 through December 3, 2024

	TOTAL				
	Nov 24	Jul 1 - Dec 3, 24	Budget	\$ Over Budget	% of Budget
Income					
40000 · Tax Revenue					
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%
Total 40000 · Tax Revenue	0.00	0.00	1,235,124.00	-1,235,124.00	0.0%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	10,535.28	2,500.00	8,035.28	421.41%
Total 44000 · Revenue - Use of Money & Prop	0.00	10,535.28	2,500.00	8,035.28	421.41%
45000 · Misc. Revenue					
45003 · Grant Income	0.00	90,000.00	0.00	90,000.00	100.0%
45000 · Misc. Revenue - Other	0.00	25,220.26	0.00	25,220.26	100.0%
Total 45000 · Misc. Revenue	0.00	115,220.26	0.00	115,220.26	100.0%
46000 · Strike Team/Upstaffing Income	0.00	48,887.76	1.00	48,886.76	4,888,776.0%
Total Income	0.00	174,643.30	1,237,625.00	-1,062,981.70	14.11%
Expense					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	5,407.42	28,454.95	200,000.00	-171,545.05	14.23%
50703 · Stipend Pay	7,921.60	37,240.90	150,000.00	-112,759.10	24.83%
50705 · Volunteer Pay	0.00	0.00	25,000.00	-25,000.00	0.0%
50710 · Strike Team/Upstaffing	0.00	17,691.86	1.00	17,690.86	1,769,186.0%
50715 · FICA - Retirement	843.57	5,264.47	10,000.00	-4,735.53	52.65%
50720 · Medicare	197.28	1,231.21	25,000.00	-23,768.79	4.93%
50725 · Health Insurance	276.92	1,523.06	30,000.00	-28,476.94	5.08%
50730 · Unemployment	55.84	641.66	5,000.00	-4,358.34	12.83%
50808 · Worker's Comp	0.00	24,219.00	35,000.00	-10,781.00	69.2%
Total 50000 · Salaries and Employee Benefits	14,702.63	116,267.11	480,001.00	-363,733.89	24.22%
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	26,147.00	25,000.00	1,147.00	104.59%
51061 · Maintenance - Equipment	215.05	48,066.85	50,000.00	-1,933.15	96.13%
51071 · Maintenance - Bldg & Improve	9.74	1,069.87	15,000.00	-13,930.13	7.13%
51202 · Election Services	0.00	0.00	2,500.00	-2,500.00	0.0%
51206 · Audit Services	0.00	2,975.00	4,500.00	-1,525.00	66.11%
51207 · Administrative Services	2,000.00	-1,200.00	10,800.00	-12,000.00	-11.11%
51211 · Legal Services	0.00	0.00	500.00	-500.00	0.0%
51221 · Office Expense	364.98	645.34	2,500.00	-1,854.66	25.81%
51225 · Training Services	0.00	978.50	5,000.00	-4,021.50	19.57%
51235 · Dispatch Services	0.00	18,920.37	6,500.00	12,420.37	291.08%
51249 · Other Professional Services	338.55	7,014.35	6,500.00	514.35	107.91%
51803 · Other Contract Services	0.00	2,000.00	8,400.00	-6,400.00	23.81%

Occidental - Fire
Profit & Loss Budget vs. Actual
 July 1 through December 3, 2024

	TOTAL				
	Nov 24	Jul 1 - Dec 3, 24	Budget	\$ Over Budget	% of Budget
51902 · Communications/Radios	0.00	2,835.39	15,000.00	-12,164.61	18.9%
51916 · County Service Charges	0.00	286.40	500.00	-213.60	57.28%
52021 · Clothing/Uniforms/Personnel	0.00	2,489.16	15,000.00	-12,510.84	16.59%
52031 · Food	0.00	315.46	1,000.00	-684.54	31.55%
52041 · Household Supplies Expense	67.88	1,017.20	5,000.00	-3,982.80	20.34%
52043 · Safety Supplies/Equipment	5,096.22	5,910.18	15,000.00	-9,089.82	39.4%
52061 · Fuel/Gas/Oil	0.00	4,805.03	20,000.00	-15,194.97	24.03%
52081 · Medical/Laboratory Supplies	0.00	5,507.84	12,000.00	-6,492.16	45.9%
52091 · Memberships/Certifications	0.00	-348.74	8,000.00	-8,348.74	-4.36%
52141 · Minor Equipment/Small Tools	0.00	650.59	20,000.00	-19,349.41	3.25%
52191 · Utilities Expense	1,278.03	6,216.87	35,000.00	-28,783.13	17.76%
Total 51000 · Services and Supplies	9,370.45	136,302.66	283,700.00	-147,397.34	48.05%
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	0.00	473,924.00	-473,924.00	0.0%
Total 55000 · Appropriation for Contingencies	0.00	0.00	473,924.00	-473,924.00	0.0%
Total Expense	24,073.08	252,569.77	1,237,625.00	-985,055.23	20.41%
Net Income	-24,073.08	-77,926.47	0.00	-77,926.47	100.0%

Occidental - Water
Profit & Loss Budget vs. Actual
 July 1 through December 3, 2024

	TOTAL				
	Nov 24	Jul 1 - Dec 3, 24	Budget	\$ Over Budget	% of Budget
Income					
45313 · Sale - Water					
45000 · Charges for Services	5,093.93	46,380.04	115,000.00	-68,619.96	40.33%
Total 45313 · Sale - Water	5,093.93	46,380.04	115,000.00	-68,619.96	40.33%
Total Income	5,093.93	46,380.04	115,000.00	-68,619.96	40.33%
Expense					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	0.00	5,000.00	-5,000.00	0.0%
51077 · Maint - Infrastructure	344.62	1,485.06	6,000.00	-4,514.94	24.75%
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	1,056.28	4,000.00	-2,943.72	26.41%
51249 · Other Professional Services	1,260.00	3,180.00	0.00	3,180.00	100.0%
51803 · Other Contract Services	1,495.78	21,465.30	50,000.00	-28,534.70	42.93%
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	1,244.45	6,867.61	15,000.00	-8,132.39	45.78%
Total 51000 · Services and Supplies	4,344.85	44,254.25	101,700.00	-57,445.75	43.52%
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	0.00	13,300.00	-13,300.00	0.0%
Total 55000 · Appropriation for Contingencies	0.00	0.00	13,300.00	-13,300.00	0.0%
Total Expense	4,344.85	44,254.25	115,000.00	-70,745.75	38.48%
Net Income	749.08	2,125.79	0.00	2,125.79	100.0%

Occidental - Community
Profit & Loss Budget vs. Actual
 July 1 through December 3, 2024

	TOTAL				
	Nov 24	Jul 1 - Dec 3, 24	Budget	\$ Over Budget	% of Budget
Income					
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%
Total 40000 · Tax Revenue	0.00	0.00	40,243.00	-40,243.00	0.0%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	0.00	5.00	-5.00	0.0%
Total 44000 · Revenue - Use of Money & Prop	0.00	0.00	5.00	-5.00	0.0%
45000 · Grant Income	0.00	89,500.00	0.00	89,500.00	100.0%
Total Income	0.00	89,500.00	40,248.00	49,252.00	222.37%
Expense					
51000 · Services and Supplies					
51031 · Waste Disposal Services	408.60	2,518.40	6,000.00	-3,481.60	41.97%
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	360.00	1,000.00	-640.00	36.0%
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	0.00	1,825.17	5,000.00	-3,174.83	36.5%
Total 51000 · Services and Supplies	408.60	13,703.57	26,250.00	-12,546.43	52.2%
55000 · Appropriations for Contingencie					
55011 · Appropriation for Contingencies	0.00	0.00	13,998.00	-13,998.00	0.0%
Total 55000 · Appropriations for Contingencie	0.00	0.00	13,998.00	-13,998.00	0.0%
Total Expense	408.60	13,703.57	40,248.00	-26,544.43	34.05%
Net Income	-408.60	75,796.43	0.00	75,796.43	100.0%