



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**

January 14, 2025 • 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. December 10, 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, December 10, 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, Richard Eichenholz, and Gino Gaffney.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – a member of the public thanked the fire department for all the support they gave during the tree lighting. She also informed us the BOS awarded \$700k for the Open Space grant.
3. **CONSENT OF CALENDAR**
 - a. Minutes of November 12, 2024 – Motion to approve by Gino Gaffney and seconded by Richard Eichenholz.
4. **FIRE**
 - a. Chief's Report – 38 calls for November. Water Tender Chassis was delivered and should be done being built in February. Free WiFi will be installed in the front of the fire for residents.
 - b. Correspondence – none.
5. **WATER**
 - a. Correspondence – water loss for November is 11.47%.
6. **COMMUNITY SERVICES**
 - a. Correspondence – None.
7. **ADJOURNMENT** – Motion to approve by Richard Eichenholz 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 1, 2024 through January 8, 2025

	TOTAL				
	Dec 24	Jul 1, '24 - Jan 8, 25	Budget	\$ Over Budget	% of Budget
Income					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	200,035.24	200,035.24	350,000.00	-149,964.76	57.15%
40003 · Direct Charges - CY	215,483.07	215,483.07	375,000.00	-159,516.93	57.46%
40012 · SB2557 Prop Tax Admin	0.00	0.00	-3,700.00	3,700.00	0.0%
40101 · Prop Taxes - CY Unsecured	10,769.02	10,769.02	10,200.00	569.02	105.58%
40111 · Supplemental Prop Taxes - CY	3,239.37	3,239.37	8,300.00	-5,060.63	39.03%
40202 · Direct Charges - Prior Year	4,208.55	4,208.55	10,300.00	-6,091.45	40.86%
40211 · Prop Taxes - PY Unsecured	0.00	0.00	217.00	-217.00	0.0%
42291 · State Homeowners Prop Tax Relf	229.79	229.79	1,800.00	-1,570.21	12.77%
42293 · State - Other In-Lieu Tax	6.34	6.34	7.00	-0.66	90.57%
42295 · Measure H Tax Revenue	0.00	0.00	483,000.00	-483,000.00	0.0%
Total 40000 · Tax Revenue	433,971.38	433,971.38	1,235,124.00	-801,152.62	35.14%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	77.39	13,191.03	2,500.00	10,691.03	527.64%
Total 44000 · Revenue - Use of Money & Prop	77.39	13,191.03	2,500.00	10,691.03	527.64%
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	434,048.77	611,270.43	1,237,625.00	-626,354.57	49.39%
Expense					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	4,931.33	35,990.28	200,000.00	-164,009.72	18.0%
50703 · Stipend Pay	6,777.00	48,632.90	150,000.00	-101,367.10	32.42%
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	743.09	6,463.72	10,000.00	-3,536.28	64.64%
50720 · Medicare	173.78	1,511.69	25,000.00	-23,488.31	6.05%
50725 · Health Insurance	276.92	1,938.44	30,000.00	-28,061.56	6.46%
50730 · Unemployment	15.54	892.63	5,000.00	-4,107.37	17.85%
50808 · Worker's Comp	0.00	24,219.00	35,000.00	-10,781.00	69.2%
Total 50000 · Salaries and Employee Benefits	12,917.66	137,340.52	480,001.00	-342,660.48	28.61%
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	26,147.00	25,000.00	1,147.00	104.59%
51061 · Maintenance - Equipment	38,023.74	51,114.53	50,000.00	1,114.53	102.23%
51071 · Maintenance - Bldg & Improve	189.74	1,079.61	15,000.00	-13,920.39	7.2%
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	800.00	10,800.00	-10,000.00	7.41%
51211 · Legal Services	0.00	0.00	500.00	-500.00	0.0%
51221 · Office Expense	0.00	693.49	2,500.00	-1,806.51	27.74%
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	332.70	7,444.50	6,500.00	944.50	114.53%
51803 · Other Contract Services	1,200.00	3,200.00	8,400.00	-5,200.00	38.1%
51902 · Communications/Radios	880.22	3,275.50	15,000.00	-11,724.50	21.84%
51916 · County Service Charges	0.00	286.40	500.00	-213.60	57.28%
52021 · Clothing/Uniforms/Personnel	859.84	3,429.82	15,000.00	-11,570.18	22.87%

Occidental - Fire
Profit & Loss Budget vs. Actual
 July 1, 2024 through January 8, 2025

	TOTAL				
	Dec 24	Jul 1, '24 - Jan 8, 25	Budget	\$ Over Budget	% of Budget
52031 · Food	24.88	393.46	1,000.00	-606.54	39.35%
52041 · Household Supplies Expense	465.35	1,652.22	5,000.00	-3,347.78	33.04%
52043 · Safety Supplies/Equipment	0.00	5,910.18	15,000.00	-9,089.82	39.4%
52061 · Fuel/Gas/Oil	9.20	4,814.23	20,000.00	-15,185.77	24.07%
52081 · Medical/Laboratory Supplies	155.41	5,663.25	12,000.00	-6,336.75	47.19%
52091 · Memberships/Certifications	307.20	-41.54	8,000.00	-8,041.54	-0.52%
52141 · Minor Equipment/Small Tools	880.06	2,455.88	20,000.00	-17,544.12	12.28%
52191 · Utilities Expense	1,381.34	7,471.59	35,000.00	-27,528.41	21.35%
Total 51000 · Services and Supplies	46,709.68	148,663.99	283,700.00	-135,036.01	52.4%
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	59,627.34	286,004.51	1,237,625.00	-951,620.49	23.11%
Net Income	374,421.43	325,265.92	0.00	325,265.92	100.0%

Occidental - Water Profit & Loss Budget vs. Actual

July 1, 2024 through January 8, 2025

	TOTAL				
	Dec 24	Jul 1, '24 - Jan 8, 25	Budget	\$ Over Budget	% of Budget
Income					
45313 · Sale - Water					
45000 · Charges for Services	12,912.50	59,292.54	115,000.00	-55,707.46	51.56%
Total 45313 · Sale - Water	12,912.50	59,292.54	115,000.00	-55,707.46	51.56%
Total Income	12,912.50	59,292.54	115,000.00	-55,707.46	51.56%
Expense					
51000 · Services and Supplies					
51042 · Insurance - Premiums	4,631.75	4,631.75	5,000.00	-368.25	92.64%
51077 · Maint - Infrastructure	11,078.49	12,563.55	6,000.00	6,563.55	209.39%
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	2,076.44	2,426.00	4,000.00	-1,574.00	60.65%
51249 · Other Professional Services	0.00	3,180.00	0.00	3,180.00	100.0%
51803 · Other Contract Services	6,486.16	25,456.27	50,000.00	-24,543.73	50.91%
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	2,314.41	8,829.12	15,000.00	-6,170.88	58.86%
Total 51000 · Services and Supplies	26,587.25	67,286.69	101,700.00	-34,413.31	66.16%
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%
60400 · Bank Service Charges	5.80	5.80	0.00	5.80	100.0%
Total Expense	26,593.05	67,292.49	115,000.00	-47,707.51	58.52%
Net Income	-13,680.55	-7,999.95	0.00	-7,999.95	100.0%

Occidental - Community
Profit & Loss Budget vs. Actual
 July 1, 2024 through January 8, 2025

	TOTAL				
	Dec 24	Jul 1, '24 - Jan 8, 25	Budget	\$ Over Budget	% of Budget
Income					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	22,656.55	22,656.55	39,400.00	-16,743.45	57.5%
40012 · SB2557 Prop Tax Admin	0.00	0.00	-395.00	395.00	0.0%
40111 · Supplemental Prop Taxes - CY	344.28	344.28	1,152.00	-807.72	29.89%
42111 · State - Other In-Lieu Tax	0.67	0.67	1.00	-0.33	67.0%
42291 · State Homeowners Prop Tax Relf	24.44	24.44	85.00	-60.56	28.75%
Total 40000 · Tax Revenue	23,025.94	23,025.94	40,243.00	-17,217.06	57.22%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	5.40	5.40	5.00	0.40	108.0%
Total 44000 · Revenue - Use of Money & Prop	5.40	5.40	5.00	0.40	108.0%
45000 · Grant Income					
	0.00	89,500.00	0.00	89,500.00	100.0%
Total Income	23,031.34	112,531.34	40,248.00	72,283.34	279.6%
Expense					
51000 · Services and Supplies					
51031 · Waste Disposal Services	646.30	2,927.00	6,000.00	-3,073.00	48.78%
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	730.43	2,219.24	5,000.00	-2,780.76	44.39%
Total 51000 · Services and Supplies	1,376.73	14,506.24	26,250.00	-11,743.76	55.26%
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	1,376.73	14,506.24	40,248.00	-25,741.76	36.04%
Net Income	21,654.61	98,025.10	0.00	98,025.10	100.0%