



**NOTICE & AGENDA OF THE
Board of Directors Regular Meeting
April 08, 2025 • 6:00pm Meeting**

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. March 11, 2025, Regular Meeting

IV. FIRE

- a. Chief's Report
- b. Correspondence (*Discussion Item*)
- c. Hampton Fire Road Final Update (*Discussion Item*)

V. WATER

- a. Correspondence (*Discussion Item*)

VI. COMMUNITY SERVICES

- a. Correspondence (*Discussion Item*)

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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@occidentalcsd.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, March 11, 2025, 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 6:01PM. Roll Call of Directors: Ray Lunardi, Richard Eichenholz, Chris Martin, and Tom Gonnella.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None.
3. **CONSENT OF CALENDAR**
 - a. Minutes of February 11, 2025 – Motion to approve by Richard Eichenholz and seconded by Tom Gonnella.
4. **FIRE**
 - a. Chief's Report – 37 calls for February. The Water Tender has arrived. In the process of selling the old water tender. The chipping program will start back up soon.
 - b. Correspondence – none.
 - c. Hampton Road Fire Final Update – Project is not done. The chief and other board members have a few concerns about the project and would like to address some things before final billing can be paid.
5. **WATER**
 - a. Correspondence – water loss for February is -7.56%.
6. **COMMUNITY SERVICES**
 - a. Correspondence – None.
7. **ADJOURNMENT** – Motion to approve by Tom Gonnella and motion passed unanimously at 6:35PM.

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

Tiffanie Herring, Clerk of the Board

Occidental - Fire
Profit & Loss Budget vs. Actual
July 1, 2024 through April 7, 2025

	TOTAL				
	Mar 25	Jul 1, '24 - Apr 7, 25	Budget	\$ Over Budget	% of Budget
Income					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	200,035.24	350,000.00	-149,964.76	57.15%
40003 · Direct Charges - CY	0.00	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	0.00	10,769.02	10,200.00	569.02	105.58%
40111 · Supplemental Prop Taxes - CY	0.00	3,239.37	8,300.00	-5,060.63	39.03%
40202 · Direct Charges - Prior Year	0.00	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	0.00	229.79	1,800.00	-1,570.21	12.77%
42293 · State - Other In-Lieu Tax	0.00	6.34	7.00	-0.66	90.57%
42295 · Measure H Tax Revenue	252,637.15	252,637.15	483,000.00	-230,362.85	52.31%
Total 40000 · Tax Revenue	252,637.15	686,608.53	1,235,124.00	-548,515.47	55.59%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	21,486.91	2,500.00	18,986.91	859.48%
Total 44000 · Revenue - Use of Money & Prop	0.00	21,486.91	2,500.00	18,986.91	859.48%
45000 · Misc. Revenue					
45002 · Donations	0.00	600.00	0.00	600.00	100.0%
45003 · Grant Income	0.00	90,000.00	0.00	90,000.00	100.0%
45000 · Misc. Revenue - Other	133.48	51,468.79	0.00	51,468.79	100.0%
Total 45000 · Misc. Revenue	133.48	142,068.79	0.00	142,068.79	100.0%
46000 · Strike Team/Upstaffing Income	0.00	62,854.86	1.00	62,853.86	6,285,486.0%
Total Income	252,770.63	913,019.09	1,237,625.00	-324,605.91	73.77%
Expense					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	7,109.12	56,918.40	200,000.00	-143,081.60	28.46%
50703 · Stipend Pay	5,860.00	69,536.80	150,000.00	-80,463.20	46.36%
50705 · Volunteer Pay	5,484.10	42,703.45	25,000.00	17,703.45	170.81%
50710 · Strike Team/Upstaffing	0.00	24,197.06	1.00	24,196.06	2,419,706.0%
50715 · FICA - Retirement	821.25	11,819.73	10,000.00	1,819.73	118.2%
50720 · Medicare	192.07	2,764.33	25,000.00	-22,235.67	11.06%
50725 · Health Insurance	276.92	2,769.20	30,000.00	-27,230.80	9.23%
50730 · Unemployment	75.69	2,842.48	5,000.00	-2,157.52	56.85%
50808 · Worker's Comp	0.00	24,219.00	35,000.00	-10,781.00	69.2%
Total 50000 · Salaries and Employee Benefits	19,819.15	237,770.45	480,001.00	-242,230.55	49.54%
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	26,147.00	25,000.00	1,147.00	104.59%
51061 · Maintenance - Equipment	13,135.34	66,373.01	50,000.00	16,373.01	132.75%
51071 · Maintenance - Bldg & Improve	901.73	9,217.70	15,000.00	-5,782.30	61.45%
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	0.00	6,800.00	10,800.00	-4,000.00	62.96%
51211 · Legal Services	0.00	0.00	500.00	-500.00	0.0%
51221 · Office Expense	129.99	858.52	2,500.00	-1,641.48	34.34%
51225 · Training Services	0.00	1,978.50	5,000.00	-3,021.50	39.57%
51235 · Dispatch Services	2,594.31	21,514.68	6,500.00	15,014.68	331.0%
51249 · Other Professional Services	334.35	8,734.65	6,500.00	2,234.65	134.38%
51803 · Other Contract Services	1,000.00	5,700.00	8,400.00	-2,700.00	67.86%
51902 · Communications/Radios	19,211.53	23,367.25	15,000.00	8,367.25	155.78%
51916 · County Service Charges	0.00	286.40	500.00	-213.60	57.28%

Occidental - Fire
Profit & Loss Budget vs. Actual
July 1, 2024 through April 7, 2025

	TOTAL				
	Mar 25	Jul 1, '24 - Apr 7, 25	Budget	\$ Over Budget	% of Budget
52021 · Clothing/Uniforms/Personnel	0.00	3,675.69	15,000.00	-11,324.31	24.51%
52031 · Food	244.54	1,049.91	1,000.00	49.91	104.99%
52041 · Household Supplies Expense	610.78	3,981.62	5,000.00	-1,018.38	79.63%
52043 · Safety Supplies/Equipment	1,200.08	9,656.94	15,000.00	-5,343.06	64.38%
52061 · Fuel/Gas/Oil	1,422.87	10,526.93	20,000.00	-9,473.07	52.64%
52081 · Medical/Laboratory Supplies	60.89	6,522.48	12,000.00	-5,477.52	54.35%
52091 · Memberships/Certifications	2,926.20	3,560.82	8,000.00	-4,439.18	44.51%
52141 · Minor Equipment/Small Tools	4,982.27	9,189.05	20,000.00	-10,810.95	45.95%
52191 · Utilities Expense	5,351.26	16,882.71	35,000.00	-18,117.29	48.24%
Total 51000 · Services and Supplies	54,106.14	239,973.86	283,700.00	-43,726.14	84.59%
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	73,925.29	477,744.31	1,237,625.00	-759,880.69	38.6%
Net Income	178,845.34	435,274.78	0.00	435,274.78	100.0%

Occidental - Water
Profit & Loss Budget vs. Actual
 July 1, 2024 through April 7, 2025

	TOTAL				
	Mar 25	Jul 1, '24 - Apr 7, 25	Budget	\$ Over Budget	% of Budget
Income					
45313 · Sale - Water					
45000 · Charges for Services	9,401.23	85,591.52	115,000.00	-29,408.48	74.43%
Total 45313 · Sale - Water	9,401.23	85,591.52	115,000.00	-29,408.48	74.43%
Total Income	9,401.23	85,591.52	115,000.00	-29,408.48	74.43%
Expense					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	4,631.75	5,000.00	-368.25	92.64%
51077 · Maint - Infrastructure	0.00	16,563.55	6,000.00	10,563.55	276.06%
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	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	4,100.18	41,856.99	50,000.00	-8,143.01	83.71%
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	778.41	11,386.78	15,000.00	-3,613.22	75.91%
Total 51000 · Services and Supplies	4,878.59	90,245.07	101,700.00	-11,454.93	88.74%
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	0.00	5.80	0.00	5.80	100.0%
Total Expense	4,878.59	90,250.87	115,000.00	-24,749.13	78.48%
Net Income	4,522.64	-4,659.35	0.00	-4,659.35	100.0%

Occidental - Community
Profit & Loss Budget vs. Actual
July 1, 2024 through April 7, 2025

	TOTAL				
	Mar 25	Jul 1, '24 - Apr 7, 25	Budget	\$ Over Budget	% of Budget
Income					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	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	0.00	344.28	1,152.00	-807.72	29.89%
42111 · State - Other In-Lieu Tax	0.00	0.67	1.00	-0.33	67.0%
42291 · State Homeowners Prop Tax Relf	0.00	24.44	85.00	-60.56	28.75%
Total 40000 · Tax Revenue	0.00	23,025.94	40,243.00	-17,217.06	57.22%
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	5.40	5.00	0.40	108.0%
Total 44000 · Revenue - Use of Money & Prop	0.00	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	0.00	112,531.34	40,248.00	72,283.34	279.6%
Expense					
51000 · Services and Supplies					
51031 · Waste Disposal Services	119.96	3,559.66	6,000.00	-2,440.34	59.33%
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	14,310.00	82,710.00	1,000.00	81,710.00	8,271.0%
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	354.80	3,321.68	5,000.00	-1,678.32	66.43%
Total 51000 · Services and Supplies	14,784.76	98,591.34	26,250.00	72,341.34	375.59%
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	14,784.76	98,591.34	40,248.00	58,343.34	244.96%
Net Income	-14,784.76	13,940.00	0.00	13,940.00	100.0%