



---

**NOTICE & AGENDA OF THE  
Board of Directors Regular Meeting  
June 10, 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. May 13, 2025, 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. Flagpole Placement (*Action Item*)
- c. Prop 4 Limit (*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@occidentalcsl.org](mailto: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, May 13, 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 6:00PM. Roll Call of Directors: Ray Lunardi, Richard Eichenholz, Chris Martin, and Gino Gaffney.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – Friends of the Community Center would like to invite everyone to their potluck on 5/14 at 5:30. Representatives of the Western Hills Garden attended and would love the support of OCSD for a Mural going in at the community center.
3. **CONSENT OF CALENDAR**
  - a. Minutes of April 08, 2025 – Motion to approve by Richard Eichenholz and seconded by Gino Gaffney.
4. **FIRE**
  - a. Chief's Report – 30 calls for April. The old water tender is for sale. The chief would also like to discuss a hybrid schedule.
  - b. Correspondence – none.
  - c. Hampton Road Fire Final Update – No update on work progress. Board would like this to be done by end of June.
5. **WATER**
  - a. Correspondence – water loss for April is 10.39%
  - b. Resolution OCD2025-01 – Motion to approve extension of time for the water permit by Gino Gaffney and seconded by Chris Martin.
6. **COMMUNITY SERVICES**
  - a. Correspondence – None.
  - b. FY 25/26 Preliminary Budget – Motion to approve the preliminary budgets for Fire, Water, and Community by Chris Martin and seconded by Richard Eichenholz.
  - c. Return to traditional Brown Act Rules – Motion to approve by Richard Eichenholz and seconded by Chris Martin.
7. **ADJOURNMENT** – Motion to approve by Tom Gonnella and motion passed unanimously at 6:23PM.

### MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

---

Tiffanie Herring, Clerk of the Board

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE OCCIDENTAL COMMUNITY SERVICES DISTRICT OF SONOMA COUNTY  
TO SET THE 2025/26 APPROPRIATIONS LIMIT**

**WHEREAS**, Article XIII B of the Constitution of the State of California establishes appropriations limits on the proceeds of taxes for entities of government, and

**WHEREAS**, Proposition 111 approved by the voters in June 1990 requires that the appropriations limit for a governmental entity be adopted by Resolution after selection of the annual adjustment factors, and

**WHEREAS**, a notice was published stating that an appropriations limit was to be adopted and that the information and data for the limit was available for public inspection for at least fifteen days, and

**WHEREAS**, the Board of Directors has opted to use the appropriations limit as determined by the Sonoma County Auditor's Office using the California Per Capita Personal Income and Percentage change over prior year, which is 6.44% and the Local Population Growth Factor of 0.38% for Fiscal Year 2025/2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Occidental Community Services District that the adopted Appropriations Limit for the 2025/2026 fiscal year is \$550,692.

The foregoing resolution was introduced by Director \_\_\_\_\_, who moved its adoption, and seconded by Director \_\_\_\_\_, and adopted by the Board of Directors of the Occidental Community Services District of Sonoma County, on the tenth day of June 2025, by the following vote:

Director Lunardi \_\_\_\_\_ Director Gonnella \_\_\_\_\_  
Director Martin \_\_\_\_\_ Director Gaffney \_\_\_\_\_  
Director Eichenholz \_\_\_\_\_

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT OR NOT VOTING: \_\_\_\_\_

**WHEREUPON**, the Board President declared the foregoing resolution adopted, and **SO ORDERED**.

/s/ \_\_\_\_\_  
*Ray Lunardi, President of the Board*

Date: \_\_\_\_\_

/s/ \_\_\_\_\_  
*Tiffanie Herring, Clerk of the Board*

Date: \_\_\_\_\_

"P1" CALCULATION OF APPROPRIATION LIMITS

	24-25	25-26
PER CAPITA INCREASE	1.0362	1.0644
POPULATION CHANGE	0.9973	1.0038
POPULATION FACTOR USED	(COUNTY TOTAL)	(INCRP TOTAL)
<u>FIRE DISTRICTS:</u>		
71301 RANCHO ADOBE	9,078,109 *	9,699,458
71451 GRATON	1,919,808	2,051,209
71551 KENWOOD	868,580	928,030
71601 MONTE RIO	1,304,911	1,394,225
71750 SCHELL-VISTA	2,301,770	2,459,314
71801 GOLD RIDGE	15,501,034	16,561,998
71901 SONOMA COUNTY FIRE DISTR	39,721,909	42,440,664
71951 NORTHERN SONOMA COUNTY	3,660,054 *	3,910,565
72001 TIMBER COVE	326,684	349,044
72051 CLOVERDALE	2,465,035	2,633,754
72751 NORTH SONOMA COAST	3,660,054 *	3,910,565
72901 SONOMA VALLEY FIRE DISTRICT	24,189,030	25,844,641
<b>SUBTOTAL</b>	<b>104,996,978</b>	<b>112,183,467</b>
<u>REC &amp; PARK DISTRICTS:</u>		
72151 CAMP MEEKER	369,123	394,388
72251 MONTE RIO	438,977	469,023
72301 RUSSIAN RIVER	759,866	811,875
<b>SUBTOTAL</b>	<b>1,567,966</b>	<b>1,675,286</b>
<u>OTHER DISTRICTS:</u>		
72550 OCCIDENTAL CSD	515,415	550,692
72601 CAZADERO CSD	464,728	496,536
72701 COAST LIFE SUPPORT	3,151,642	3,367,355
74501 SONOMA COUNTY TRANSPORTATION AUTHORITY	64,469,254	68,881,834
74807 SONOMA COUNTY LIBRARY	54,310,327 *	58,027,582
76151 FORESTVILLE WTR	236,048	252,204
76901 BODEGA BAY P.U.D.	999,905	1,068,343
77051 NO SO CO HOSPITAL	23,449,571 *	25,054,570
78350 SMART	175,179,546	187,169,661
<b>SUBTOTAL</b>	<b>322,776,436</b>	<b>344,868,777</b>
<b>TOTAL LOCAL BOARDS</b>	<b>429,341,380</b>	<b>458,727,530</b>

\*Figure Adopted by district replaces limit calculated by the Auditor's Office.

**Occidental - Fire**  
**Profit & Loss Budget vs. Actual**  
 July 1, 2024 through June 4, 2025

	TOTAL				
	May 25	Jul 1, '24 - Jun 4, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	362,952.77	350,000.00	12,952.77	103.7%
40003 · Direct Charges - CY	0.00	361,610.57	375,000.00	-13,389.43	96.43%
40012 · SB2557 Prop Tax Admin	0.00	-4,242.00	-3,700.00	-542.00	114.65%
40101 · Prop Taxes - CY Unsecured	0.00	10,769.02	10,200.00	569.02	105.58%
40111 · Supplemental Prop Taxes - CY	0.00	6,167.00	8,300.00	-2,133.00	74.3%
40202 · Direct Charges - Prior Year	0.00	6,262.29	10,300.00	-4,037.71	60.8%
40211 · Prop Taxes - PY Unsecured	0.00	0.00	217.00	-217.00	0.0%
42291 · State Homeowners Prop Tax Relf	0.00	765.98	1,800.00	-1,034.02	42.55%
42293 · State - Other In-Lieu Tax	0.00	6.34	7.00	-0.66	90.57%
42295 · Measure H Tax Revenue	0.00	252,637.15	483,000.00	-230,362.85	52.31%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>996,929.12</b>	<b>1,235,124.00</b>	<b>-238,194.88</b>	<b>80.72%</b>
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	28,225.86	2,500.00	25,725.86	1,129.03%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>28,225.86</b>	<b>2,500.00</b>	<b>25,725.86</b>	<b>1,129.03%</b>
45000 · Misc. Revenue					
45002 · Donations	150.00	1,950.00	0.00	1,950.00	100.0%
45003 · Grant Income	0.00	90,000.00	0.00	90,000.00	100.0%
45000 · Misc. Revenue - Other	0.00	51,468.79	0.00	51,468.79	100.0%
<b>Total 45000 · Misc. Revenue</b>	<b>150.00</b>	<b>143,418.79</b>	<b>0.00</b>	<b>143,418.79</b>	<b>100.0%</b>
46000 · Strike Team/Upstaffing Income	0.00	62,854.86	1.00	62,853.86	6,285,486.0%
<b>Total Income</b>	<b>150.00</b>	<b>1,231,428.63</b>	<b>1,237,625.00</b>	<b>-6,196.37</b>	<b>99.5%</b>
<b>Expense</b>					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	7,158.75	71,136.63	200,000.00	-128,863.37	35.57%
50703 · Stipend Pay	6,210.50	83,347.30	150,000.00	-66,652.70	55.57%
50705 · Volunteer Pay	0.00	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	846.06	13,591.85	10,000.00	3,591.85	135.92%
50720 · Medicare	197.85	3,178.76	25,000.00	-21,821.24	12.72%
50725 · Health Insurance	276.92	3,323.04	30,000.00	-26,676.96	11.08%
50730 · Unemployment	88.87	3,055.83	5,000.00	-1,944.17	61.12%
50808 · Worker's Comp	0.00	24,219.00	35,000.00	-10,781.00	69.2%
<b>Total 50000 · Salaries and Employee Benefits</b>	<b>14,778.95</b>	<b>268,752.92</b>	<b>480,001.00</b>	<b>-211,248.08</b>	<b>55.99%</b>
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	26,147.00	25,000.00	1,147.00	104.59%
51061 · Maintenance - Equipment	2,893.82	71,292.92	50,000.00	21,292.92	142.59%
51071 · Maintenance - Bldg & Improve	234.21	9,502.21	15,000.00	-5,497.79	63.35%
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	0.00	500.00	-500.00	0.0%
51221 · Office Expense	146.00	1,301.60	2,500.00	-1,198.40	52.06%
51225 · Training Services	0.00	1,978.50	5,000.00	-3,021.50	39.57%
51235 · Dispatch Services	1,556.59	23,071.27	6,500.00	16,571.27	354.94%
51249 · Other Professional Services	339.40	9,407.60	6,500.00	2,907.60	144.73%
51803 · Other Contract Services	1,500.00	7,200.00	8,400.00	-1,200.00	85.71%
51902 · Communications/Radios	440.11	24,253.36	15,000.00	9,253.36	161.69%
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 June 4, 2025

	TOTAL				
	May 25	Jul 1, '24 - Jun 4, 25	Budget	\$ Over Budget	% of Budget
52021 · Clothing/Uniforms/Personnel	0.00	3,884.96	15,000.00	-11,115.04	25.9%
52031 · Food	0.00	1,049.91	1,000.00	49.91	104.99%
52041 · Household Supplies Expense	206.48	5,838.27	5,000.00	838.27	116.77%
52043 · Safety Supplies/Equipment	0.00	9,656.94	15,000.00	-5,343.06	64.38%
52061 · Fuel/Gas/Oil	0.00	10,526.93	20,000.00	-9,473.07	52.64%
52081 · Medical/Laboratory Supplies	846.95	8,373.64	12,000.00	-3,626.36	69.78%
52091 · Memberships/Certifications	307.20	4,425.22	8,000.00	-3,574.78	55.32%
52141 · Minor Equipment/Small Tools	0.00	9,189.05	20,000.00	-10,810.95	45.95%
52191 · Utilities Expense	578.28	19,629.63	35,000.00	-15,370.37	56.09%
<b>Total 51000 · Services and Supplies</b>	<b>11,049.04</b>	<b>261,765.41</b>	<b>283,700.00</b>	<b>-21,934.59</b>	<b>92.27%</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>25,827.99</b>	<b>530,518.33</b>	<b>1,237,625.00</b>	<b>-707,106.67</b>	<b>42.87%</b>
<b>Net Income</b>	<b>-25,677.99</b>	<b>700,910.30</b>	<b>0.00</b>	<b>700,910.30</b>	<b>100.0%</b>

**Occidental - Water**  
**Profit & Loss Budget vs. Actual**  
July 1, 2024 through June 4, 2025

	TOTAL				
	May 25	Jul 1, '24 - Jun 4, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
45313 · Sale - Water					
45000 · Charges for Services	4,741.59	98,452.19	115,000.00	-16,547.81	85.61%
<b>Total 45313 · Sale - Water</b>	<b>4,741.59</b>	<b>98,452.19</b>	<b>115,000.00</b>	<b>-16,547.81</b>	<b>85.61%</b>
<b>Total Income</b>	<b>4,741.59</b>	<b>98,452.19</b>	<b>115,000.00</b>	<b>-16,547.81</b>	<b>85.61%</b>
<b>Expense</b>					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	4,631.75	5,000.00	-368.25	92.64%
51077 · Maint - Infrastructure	1,012.70	17,576.25	6,000.00	11,576.25	292.94%
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	300.00	2,726.00	4,000.00	-1,274.00	68.15%
51803 · Other Contract Services	4,100.18	47,517.17	50,000.00	-2,482.83	95.03%
51916 · County Service Charges	0.00	0.00	2,500.00	-2,500.00	0.0%
52091 · Memberships/Certifications	0.00	1,620.00	2,500.00	-880.00	64.8%
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	428.14	12,283.60	15,000.00	-2,716.40	81.89%
<b>Total 51000 · Services and Supplies</b>	<b>5,841.02</b>	<b>96,554.77</b>	<b>101,700.00</b>	<b>-5,145.23</b>	<b>94.94%</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>
60400 · Bank Service Charges	0.00	56.80	0.00	56.80	100.0%
<b>Total Expense</b>	<b>5,841.02</b>	<b>96,611.57</b>	<b>115,000.00</b>	<b>-18,388.43</b>	<b>84.01%</b>
<b>Net Income</b>	<b>-1,099.43</b>	<b>1,840.62</b>	<b>0.00</b>	<b>1,840.62</b>	<b>100.0%</b>

**Occidental - Community**  
**Profit & Loss Budget vs. Actual**  
July 1, 2024 through June 4, 2025

	TOTAL				
	May 25	Jul 1, '24 - Jun 4, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	40,219.80	39,400.00	819.80	102.08%
40012 · SB2557 Prop Tax Admin	0.00	-462.00	-395.00	-67.00	116.96%
40111 · Supplemental Prop Taxes - CY	0.00	655.41	1,152.00	-496.59	56.89%
42111 · State - Other In-Lieu Tax	0.00	0.67	1.00	-0.33	67.0%
42291 · State Homeowners Prop Tax Ref	0.00	81.46	85.00	-3.54	95.84%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>40,495.34</b>	<b>40,243.00</b>	<b>252.34</b>	<b>100.63%</b>
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	25.21	5.00	20.21	504.2%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>25.21</b>	<b>5.00</b>	<b>20.21</b>	<b>504.2%</b>
45000 · Grant Income	0.00	89,500.00	0.00	89,500.00	100.0%
<b>Total Income</b>	<b>0.00</b>	<b>130,020.55</b>	<b>40,248.00</b>	<b>89,772.55</b>	<b>323.05%</b>
<b>Expense</b>					
51000 · Services and Supplies					
51031 · Waste Disposal Services	171.86	3,731.52	6,000.00	-2,268.48	62.19%
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	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	301.36	3,882.27	5,000.00	-1,117.73	77.65%
<b>Total 51000 · Services and Supplies</b>	<b>473.22</b>	<b>99,323.79</b>	<b>26,250.00</b>	<b>73,073.79</b>	<b>378.38%</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>473.22</b>	<b>99,323.79</b>	<b>40,248.00</b>	<b>59,075.79</b>	<b>246.78%</b>
<b>Net Income</b>	<b>-473.22</b>	<b>30,696.76</b>	<b>0.00</b>	<b>30,696.76</b>	<b>100.0%</b>