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**NOTICE & AGENDA OF THE  
Board of Directors Regular Meeting  
September 09, 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. August 12, 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. FY 25/26 Final Budget (*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, August 12, 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 Tom Gonnella.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – An inquiry was made to have GRMS at the station. We asked they come back with an ask.
3. **CONSENT OF CALENDAR**
  - a. Minutes of July 08, 2025 – Motion to approve with the edit of removing item 6c by Chris Martin and seconded by Tom Gonnella.
4. **FIRE**
  - a. Chief's Report – 29 calls for July. Chief got some quotes for Plymovents and hoping to apply for a grant for it. The 48/96 staffing is going great.
  - b. Correspondence – none.
5. **WATER**
  - a. Correspondence – water loss for July is 9.20%. The Alliance new treatment plant is dragging on.
6. **COMMUNITY SERVICES**
  - a. Correspondence – None.
  - b. Public Art Project Installation – The installation is set for you 9/2, and the committee asked for support for the install. After the staff completes their tasks, they can help unless there is an emergency.
  - c. Downtown Water & Electricity – there was an investigation done for irrigation at Howards Station. A new meter was installed were the water usage can be tracked.
7. **ADJOURNMENT** – Motion to approve by Chris Martin and motion passed unanimously at 6:25PM.

### 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 September 9, 2025**

	TOTAL				
	Aug 25	Jul 1 - Sep 9, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	3,848.54	0.00	3,848.54	100.0%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>3,848.54</b>	<b>0.00</b>	<b>3,848.54</b>	<b>100.0%</b>
45000 · Misc. Revenue					
45002 · Donations	200.00	200.00	0.00	200.00	100.0%
45000 · Misc. Revenue - Other	92,000.00	92,000.00	0.00	92,000.00	100.0%
<b>Total 45000 · Misc. Revenue</b>	<b>92,200.00</b>	<b>92,200.00</b>	<b>0.00</b>	<b>92,200.00</b>	<b>100.0%</b>
<b>Total Income</b>	<b>92,200.00</b>	<b>96,048.54</b>	<b>0.00</b>	<b>96,048.54</b>	<b>100.0%</b>
<b>Expense</b>					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	33,871.85	50,327.25	0.00	50,327.25	100.0%
50703 · Stipend Pay	25,522.52	36,245.52	0.00	36,245.52	100.0%
50715 · FICA - Retirement	2,874.62	4,568.26	0.00	4,568.26	100.0%
50720 · Medicare	836.55	1,232.64	0.00	1,232.64	100.0%
50725 · Health Insurance	0.00	138.46	0.00	138.46	100.0%
50730 · Unemployment	192.15	265.46	0.00	265.46	100.0%
50808 · Worker's Comp	0.00	21,368.00	0.00	21,368.00	100.0%
<b>Total 50000 · Salaries and Employee Benefits</b>	<b>63,297.69</b>	<b>114,145.59</b>	<b>0.00</b>	<b>114,145.59</b>	<b>100.0%</b>
51000 · Services and Supplies					
51042 · Insurance - Premiums	30,573.00	30,573.00	0.00	30,573.00	100.0%
51061 · Maintenance - Equipment	2,291.59	4,568.64	0.00	4,568.64	100.0%
51071 · Maintenance - Bldg & Improve	208.90	208.90	0.00	208.90	100.0%
51207 · Administrative Services	2,000.00	6,000.00	0.00	6,000.00	100.0%
51221 · Office Expense	192.00	534.51	0.00	534.51	100.0%
51225 · Training Services	996.02	996.02	0.00	996.02	100.0%
51235 · Dispatch Services	3,594.50	3,594.50	0.00	3,594.50	100.0%
51249 · Other Professional Services	2,102.00	2,437.20	0.00	2,437.20	100.0%
51902 · Communications/Radios	562.97	5,943.87	0.00	5,943.87	100.0%
51916 · County Service Charges	240.00	240.00	0.00	240.00	100.0%
52021 · Clothing/Uniforms/Personnel	0.00	949.59	0.00	949.59	100.0%
52041 · Household Supplies Expense	940.18	1,067.54	0.00	1,067.54	100.0%
52043 · Safety Supplies/Equipment	0.00	293.17	0.00	293.17	100.0%
52061 · Fuel/Gas/Oil	0.00	1,475.85	0.00	1,475.85	100.0%
52081 · Medical/Laboratory Supplies	444.88	1,616.75	0.00	1,616.75	100.0%
52091 · Memberships/Certifications	308.12	615.32	0.00	615.32	100.0%
52141 · Minor Equipment/Small Tools	9,128.95	13,650.59	0.00	13,650.59	100.0%
52191 · Utilities Expense	1,701.62	3,380.34	0.00	3,380.34	100.0%
<b>Total 51000 · Services and Supplies</b>	<b>55,284.73</b>	<b>78,145.79</b>	<b>0.00</b>	<b>78,145.79</b>	<b>100.0%</b>
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	0.00	85,983.09	0.00	85,983.09	100.0%
<b>Total 55000 · Appropriation for Contingencies</b>	<b>0.00</b>	<b>85,983.09</b>	<b>0.00</b>	<b>85,983.09</b>	<b>100.0%</b>
60400 · Bank Service Charges	70.00	70.00	0.00	70.00	100.0%
<b>Total Expense</b>	<b>118,652.42</b>	<b>278,344.47</b>	<b>0.00</b>	<b>278,344.47</b>	<b>100.0%</b>

**Occidental - Fire**  
**Profit & Loss Budget vs. Actual**  
July 1 through September 9, 2025

	TOTAL				
	Aug 25	Jul 1 - Sep 9, 25	Budget	\$ Over Budget	% of Budget
Net Income	-26,452.42	-182,295.93	0.00	-182,295.93	100.0%

**Occidental - Water**  
**Profit & Loss Budget vs. Actual**  
**July 1 through September 9, 2025**

	TOTAL				
	Aug 25	Jul 1 - Sep 9, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>45313 · Sale - Water</b>					
<b>45000 · Charges for Services</b>	9,649.23	21,062.84	0.00	21,062.84	100.0%
<b>Total 45313 · Sale - Water</b>	9,649.23	21,062.84	0.00	21,062.84	100.0%
<b>Total Income</b>	9,649.23	21,062.84	0.00	21,062.84	100.0%
<b>Expense</b>					
<b>51000 · Services and Supplies</b>					
<b>51244 · Permits/License/Fees</b>	200.00	200.00	0.00	200.00	100.0%
<b>51803 · Other Contract Services</b>	5,533.76	9,677.32	0.00	9,677.32	100.0%
<b>52191 · Utilities Expense</b>	1,882.29	3,477.47	0.00	3,477.47	100.0%
<b>Total 51000 · Services and Supplies</b>	7,616.05	13,354.79	0.00	13,354.79	100.0%
<b>60400 · Bank Service Charges</b>	0.00	2.60	0.00	2.60	100.0%
<b>Total Expense</b>	7,616.05	13,357.39	0.00	13,357.39	100.0%
<b>Net Income</b>	<b>2,033.18</b>	<b>7,705.45</b>	<b>0.00</b>	<b>7,705.45</b>	<b>100.0%</b>

**Occidental - Community**  
**Profit & Loss Budget vs. Actual**  
**July 1 through September 9, 2025**

	TOTAL				
	Aug 25	Jul 1 - Sep 9, 25	Budget	\$ Over Budget	% of Budget
<b>Expense</b>					
<b>51000 · Services and Supplies</b>					
<b>51031 · Waste Disposal Services</b>	944.67	944.67	0.00	944.67	100.0%
<b>52193 · Utilities - Electric</b>	298.12	601.74	0.00	601.74	100.0%
<b>Total 51000 · Services and Supplies</b>	1,242.79	1,546.41	0.00	1,546.41	100.0%
<b>Total Expense</b>	1,242.79	1,546.41	0.00	1,546.41	100.0%
<b>Net Income</b>	<b>-1,242.79</b>	<b>-1,546.41</b>	<b>0.00</b>	<b>-1,546.41</b>	<b>100.0%</b>

**Occidental - Fire  
FY 25/26 Final Budget**

	<b>Budget</b>
<b>Income</b>	
<b>40000 · Tax Revenue</b>	
40002 · Prop Tax - CY Secured	375,000.00
40003 · Direct Charges - CY	375,000.00
40012 · SB2557 Prop Tax Admin	-4,200.00
40101 · Prop Taxes - CY Unsecured	10,500.00
40111 · Supplemental Prop Taxes - CY	9,000.00
40202 · Direct Charges - Prior Year	6,200.00
40211 · Prop Taxes - PY Unsecured	250.00
42291 · State Homeowners Prop Tax Rel	1,600.00
42293 · State - Other In-Lieu Tax	7.00
42295 · Measure H Tax Revenue	975,000.00
<b>Total 40000 · Tax Revenue</b>	<b>1,748,357.00</b>
<b>44000 · Revenue - Use of Money &amp; Prop</b>	
44002 · Interest on Pooled Cash	2,500.00
<b>Total 44000 · Revenue - Use of Money &amp; Pro</b>	<b>2,500.00</b>
<b>45000 · Misc. Revenue</b>	
<b>46000 · Strike Team/Upstaffing Income</b>	<b>1.00</b>
<b>Total Income</b>	<b>1,750,858.00</b>
<b>Expense</b>	
<b>50000 · Salaries and Employee Benefits</b>	
50702 · Permanent Positions	450,000.00
50703 · Stipend Pay	250,000.00
50705 · Volunteer Pay	35,000.00
50710 · Strike Team/Upstaffing	1.00
50715 · FICA - Retirement	10,000.00
50720 · Medicare	5,000.00
50725 · Health Insurance	75,000.00
50730 · Unemployment	5,000.00
50808 · Worker's Comp	35,000.00
<b>Total 50000 · Salaries and Employee Benefi</b>	<b>865,001.00</b>
<b>51000 · Services and Supplies</b>	
51042 · Insurance - Premiums	30,000.00
51061 · Maintenance - Equipment	100,000.00
51071 · Maintenance - Bldg & Improve	15,000.00
51202 · Election Services	2,500.00
51206 · Audit Services	4,500.00
51207 · Administrative Services	10,800.00
51211 · Legal Services	500.00

**Occidental - Fire  
FY 25/26 Final Budget**

	<b>Budget</b>
51221 · Office Expense	2,500.00
51225 · Training Services	5,000.00
51235 · Dispatch Services	6,500.00
51249 · Other Professional Services	10,000.00
51803 · Other Contract Services	8,400.00
51902 · Communications/Radios	15,000.00
51916 · County Service Charges	500.00
52021 · Clothing/Uniforms/Personnel	15,000.00
52031 · Food	1,500.00
52041 · Household Supplies Expense	7,500.00
52043 · Safety Supplies/Equipment	15,000.00
52061 · Fuel/Gas/Oil	20,000.00
52081 · Medical/Laboratory Supplies	12,000.00
52091 · Memberships/Certifications	8,000.00
52141 · Minor Equipment/Small Tools	20,000.00
52191 · Utilities Expense	35,000.00
<b>Total 51000 · Services and Supplies</b>	<b>345,200.00</b>
<b>55000 · Appropriation for Contingencies</b>	
<b>55011 · Appropriation for Contingencies</b>	
<b>Total 55000 · Appropriation for Contingenci</b>	<b>540,657.00</b>
<b>Total Expense</b>	<b>1,750,858.00</b>
<b>Net Income</b>	<b>0.00</b>

**Occidental - Water  
FY 25/26 Final Budget**

	<b>Budget</b>
<b>Income</b>	
45313 · Sale - Water	
45000 · Charges for Services	115,000.00
<b>Total 45313 · Sale - Water</b>	<b>115,000.00</b>
<b>Total Income</b>	<b>115,000.00</b>
<b>Expense</b>	
51000 · Services and Supplies	
51042 · Insurance - Premiums	5,000.00
51077 · Maint - Infrastructure	6,000.00
51206 · Audit Services	3,000.00
51207 · Administrative Services	7,200.00
51211 · Legal Services	5,000.00
51244 · Permits/License/Fees	4,000.00
51803 · Other Contract Services	50,000.00
51916 · County Service Charges	2,500.00
52091 · Memberships/Certifications	2,500.00
52101 · Other Supplies	500.00
52111 · Office Supplies	500.00
52117 · Mail and Postage Supplies	500.00
52191 · Utilities Expense	15,000.00
<b>Total 51000 · Services and Supplies</b>	<b>101,700.00</b>
55000 · Appropriation for Contingencies	
55011 · Appropriation for Contingencies	13,300.00
<b>Total 55000 · Appropriation for Contingenci</b>	<b>13,300.00</b>
60400 · Bank Service Charges	0.00
<b>Total Expense</b>	<b>115,000.00</b>
<b>Net Income</b>	<b>0.00</b>

**Occidental - Community  
FY 25/26 Final Budget**

	<b>Budget</b>
<b>Income</b>	
<b>40000 · Tax Revenue</b>	
40002 · Prop Tax - CY Secured	40,000.00
40012 · SB2557 Prop Tax Admin	-450.00
40111 · Supplemental Prop Taxes - CY	1,152.00
42111 · State - Other In-Lieu Tax	1.00
42291 · State Homeowners Prop Tax Relf	150.00
<b>Total 40000 · Tax Revenue</b>	40,853.00
<b>44000 · Revenue - Use of Money &amp; Prop</b>	
44002 · Interest on Pooled Cash	25.00
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	25.00
<b>45000 · Grant Income</b>	0.00
<b>Total Income</b>	40,878.00
<b>Expense</b>	
<b>51000 · Services and Supplies</b>	
51031 · Waste Disposal Services	6,000.00
51202 · Election Services	500.00
51206 · Audit Services	3,000.00
51207 · Administrative Services	6,000.00
51226 · Consulting Services	1,000.00
51230 · Grant Expense	0.00
51249 · Other Professional Services	1,000.00
51916 · County Service Charges	1,000.00
52071 · Materials and Supplies Expense	1,000.00
52091 · Memberships/Certifications	500.00
52111 · Office Expense	1,000.00
52117 · Mail and Postage Supplies	250.00
52193 · Utilities - Electric	6,000.00
<b>Total 51000 · Services and Supplies</b>	27,250.00
<b>55000 · Appropriations for Contingencie</b>	
55011 · Appropriation for Contingencies	13,628.00
<b>Total 55000 · Appropriations for Contingencie</b>	13,628.00
<b>Total Expense</b>	40,878.00
<b>Net Income</b>	0.00