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**NOTICE & AGENDA OF THE  
Board of Directors Regular Meeting**  
December 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. November 11, 2025, Regular Meeting

**IV. FIRE**

- a. Chief's Report
- b. Correspondence (*Discussion Item*)

**V. WATER**

- a. Correspondence (*Discussion Item*)
- b. Connection Fees (*Discussion Item, possible Action 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@occidentalcسد.org](mailto:admin@occidentalcسد.org)) so that the request is received 10 days before the meeting which is usually held the second Tuesday of each month.*



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## **BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, November 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, Gino Gaffney, and Tom Gonnella.
2. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – None.
3. **CONSENT OF CALENDAR**
  - a. Minutes of October 14, 2025 – Motion to approve by Tom Gonnella and seconded by Chris Martin.
4. **FIRE**
  - a. Chief’s Report – 19 calls for October.
  - b. Correspondence – none.
5. **WATER**
  - a. Correspondence – water loss for October is 4.17%.
  - b. Connection Fees – The district needs to add more connection fees for bigger sizes. This item will be tabled until next month.
6. **COMMUNITY SERVICES**
  - a. Correspondence – None.
7. **ADJOURNMENT** – Motion to approve by Chris Martin and motion passed unanimously at 6:114M.

### **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 December 3, 2025

	TOTAL				
	Nov 25	Jul 1 - Dec 3, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
40000 · Tax Revenue					
40002 · Prop Tax - CY Secured	0.00	0.00	375,000.00	-375,000.00	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	-4,200.00	4,200.00	0.0%
40101 · Prop Taxes - CY Unsecured	0.00	0.00	10,500.00	-10,500.00	0.0%
40111 · Supplemental Prop Taxes - CY	0.00	0.00	9,000.00	-9,000.00	0.0%
40202 · Direct Charges - Prior Year	0.00	0.00	6,200.00	-6,200.00	0.0%
40211 · Prop Taxes - PY Unsecured	0.00	0.00	250.00	-250.00	0.0%
42291 · State Homeowners Prop Tax Refl	0.00	0.00	1,600.00	-1,600.00	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	256,910.85	975,000.00	-718,089.15	26.35%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>256,910.85</b>	<b>1,748,357.00</b>	<b>-1,491,446.15</b>	<b>14.69%</b>
44000 · Revenue - Use of Money & Prop					
44002 · Interest on Pooled Cash	0.00	15,301.56	2,500.00	12,801.56	612.06%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>15,301.56</b>	<b>2,500.00</b>	<b>12,801.56</b>	<b>612.06%</b>
45000 · Misc. Revenue					
45002 · Donations	100.00	350.00	0.00	350.00	100.0%
45000 · Misc. Revenue - Other	0.00	99,716.48	0.00	99,716.48	100.0%
<b>Total 45000 · Misc. Revenue</b>	<b>100.00</b>	<b>100,066.48</b>	<b>0.00</b>	<b>100,066.48</b>	<b>100.0%</b>
46000 · Strike Team/Upstaffing Income	0.00	0.00	1.00	-1.00	0.0%
<b>Total Income</b>	<b>100.00</b>	<b>372,278.89</b>	<b>1,750,858.00</b>	<b>-1,378,579.11</b>	<b>21.26%</b>
<b>Expense</b>					
50000 · Salaries and Employee Benefits					
50702 · Permanent Positions	20,047.61	110,988.63	450,000.00	-339,011.37	24.66%
50703 · Stipend Pay	18,782.00	88,495.52	250,000.00	-161,504.48	35.4%
50705 · Volunteer Pay	0.00	0.00	35,000.00	-35,000.00	0.0%
50710 · Strike Team/Upstaffing	0.00	0.00	1.00	-1.00	0.0%
50715 · FICA - Retirement	1,058.29	7,701.57	20,000.00	-12,298.43	38.51%
50720 · Medicare	602.89	2,993.53	5,000.00	-2,006.47	59.87%
50725 · Health Insurance	0.00	138.46	75,000.00	-74,861.54	0.19%
50730 · Unemployment	0.00	360.44	5,000.00	-4,639.56	7.21%
50735 · CalPERS	0.00	0.00	50,000.00	-50,000.00	0.0%
50808 · Worker's Comp	0.00	21,368.00	35,000.00	-13,632.00	61.05%
<b>Total 50000 · Salaries and Employee Benefits</b>	<b>40,490.79</b>	<b>232,046.15</b>	<b>925,001.00</b>	<b>-692,954.85</b>	<b>25.09%</b>
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	30,573.00	30,000.00	573.00	101.91%
51061 · Maintenance - Equipment	12,341.86	35,727.49	100,000.00	-64,272.51	35.73%
51071 · Maintenance - Bldg & Improve	1,110.38	2,065.13	15,000.00	-12,934.87	13.77%
51202 · Election Services	0.00	0.00	2,500.00	-2,500.00	0.0%
51206 · Audit Services	0.00	0.00	4,500.00	-4,500.00	0.0%
51207 · Administrative Services	2,000.00	12,000.00	10,800.00	1,200.00	111.11%
51211 · Legal Services	0.00	0.00	500.00	-500.00	0.0%
51221 · Office Expense	0.00	938.27	2,500.00	-1,561.73	37.53%
51225 · Training Services	0.00	996.02	5,000.00	-4,003.98	19.92%
51235 · Dispatch Services	2,567.50	6,162.00	6,500.00	-338.00	94.8%
51249 · Other Professional Services	350.20	3,334.65	10,000.00	-6,665.35	33.35%

**Occidental - Fire**  
**Profit & Loss Budget vs. Actual**  
 July 1 through December 3, 2025

TOTAL

	Nov 25	Jul 1 - Dec 3, 25	Budget	\$ Over Budget	% of Budget
51803 · Other Contract Services	0.00	0.00	8,400.00	-8,400.00	0.0%
51902 · Communications/Radios	880.22	8,566.28	15,000.00	-6,433.72	57.11%
51916 · County Service Charges	0.00	240.00	500.00	-260.00	48.0%
52021 · Clothing/Uniforms/Personnel	1,367.07	6,690.52	15,000.00	-8,309.48	44.6%
52031 · Food	0.00	0.00	1,500.00	-1,500.00	0.0%
52041 · Household Supplies Expense	274.03	1,983.27	7,500.00	-5,516.73	26.44%
52043 · Safety Supplies/Equipment	3,744.23	4,983.73	15,000.00	-10,016.27	33.23%
52061 · Fuel/Gas/Oil	0.00	5,090.26	20,000.00	-14,909.74	25.45%
52081 · Medical/Laboratory Supplies	1,621.04	4,234.06	12,000.00	-7,765.94	35.28%
52091 · Memberships/Certifications	3,005.00	5,992.15	8,000.00	-2,007.85	74.9%
52141 · Minor Equipment/Small Tools	416.06	25,800.24	20,000.00	5,800.24	129.0%
52191 · Utilities Expense	2,747.47	9,541.07	35,000.00	-25,458.93	27.26%
<b>Total 51000 · Services and Supplies</b>	<b>32,425.06</b>	<b>164,918.14</b>	<b>345,200.00</b>	<b>-180,281.86</b>	<b>47.78%</b>
55000 · Appropriation for Contingencies					
55011 · Appropriation for Contingencies	-1,240.00	84,743.09	480,657.00	-395,913.91	17.63%
<b>Total 55000 · Appropriation for Contingencies</b>	<b>-1,240.00</b>	<b>84,743.09</b>	<b>480,657.00</b>	<b>-395,913.91</b>	<b>17.63%</b>
60400 · Bank Service Charges	0.00	70.00	0.00	70.00	100.0%
<b>Total Expense</b>	<b>71,675.85</b>	<b>481,777.38</b>	<b>1,750,858.00</b>	<b>-1,269,080.62</b>	<b>27.52%</b>
<b>Net Income</b>	<b>-71,575.85</b>	<b>-109,498.49</b>	<b>0.00</b>	<b>-109,498.49</b>	<b>100.0%</b>

**Occidental - Water**  
**Profit & Loss Budget vs. Actual**  
 July 1 through December 2, 2025

	TOTAL				
	Nov 25	Jul 1 - Dec 2, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
45313 · Sale - Water					
45000 · Charges for Services	5,306.62	49,018.93	115,000.00	-65,981.07	42.63%
<b>Total 45313 · Sale - Water</b>	<b>5,306.62</b>	<b>49,018.93</b>	<b>115,000.00</b>	<b>-65,981.07</b>	<b>42.63%</b>
<b>Total Income</b>	<b>5,306.62</b>	<b>49,018.93</b>	<b>115,000.00</b>	<b>-65,981.07</b>	<b>42.63%</b>
<b>Expense</b>					
51000 · Services and Supplies					
51042 · Insurance - Premiums	0.00	0.00	5,000.00	-5,000.00	0.0%
51077 · Maint - Infrastructure	953.12	2,035.90	6,000.00	-3,964.10	33.93%
51206 · Audit Services	0.00	0.00	3,000.00	-3,000.00	0.0%
51207 · Administrative Services	0.00	0.00	7,200.00	-7,200.00	0.0%
51211 · Legal Services	0.00	0.00	5,000.00	-5,000.00	0.0%
51244 · Permits/License/Fees	2,306.72	2,706.72	4,000.00	-1,293.28	67.67%
51803 · Other Contract Services	7,388.89	22,748.93	50,000.00	-27,251.07	45.5%
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	1,602.53	7,494.42	15,000.00	-7,505.58	49.96%
<b>Total 51000 · Services and Supplies</b>	<b>12,251.26</b>	<b>34,985.97</b>	<b>101,700.00</b>	<b>-66,714.03</b>	<b>34.4%</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	4.00	0.00	4.00	100.0%
<b>Total Expense</b>	<b>12,251.26</b>	<b>34,989.97</b>	<b>115,000.00</b>	<b>-80,010.03</b>	<b>30.43%</b>
<b>Net Income</b>	<b>-6,944.64</b>	<b>14,028.96</b>	<b>0.00</b>	<b>14,028.96</b>	<b>100.0%</b>

**Occidental - Community**  
**Profit & Loss Budget vs. Actual**  
 July 1 through December 2, 2025

	TOTAL				
	Nov 25	Jul 1 - Dec 2, 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>40000 · Tax Revenue</b>					
40002 · Prop Tax - CY Secured	0.00	0.00	40,000.00	-40,000.00	0.0%
40012 · SB2557 Prop Tax Admin	0.00	0.00	-450.00	450.00	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	150.00	-150.00	0.0%
<b>Total 40000 · Tax Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>40,853.00</b>	<b>-40,853.00</b>	<b>0.0%</b>
<b>44000 · Revenue - Use of Money &amp; Prop</b>					
44002 · Interest on Pooled Cash	0.00	0.00	25.00	-25.00	0.0%
<b>Total 44000 · Revenue - Use of Money &amp; Prop</b>	<b>0.00</b>	<b>0.00</b>	<b>25.00</b>	<b>-25.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>40,878.00</b>	<b>-40,878.00</b>	<b>0.0%</b>
<b>Expense</b>					
<b>51000 · Services and Supplies</b>					
51031 · Waste Disposal Services	589.57	2,197.80	6,000.00	-3,802.20	36.63%
51202 · Election Services	0.00	0.00	500.00	-500.00	0.0%
51206 · Audit Services	0.00	0.00	3,000.00	-3,000.00	0.0%
51207 · Administrative Services	0.00	0.00	6,000.00	-6,000.00	0.0%
51226 · Consulting Services	0.00	0.00	1,000.00	-1,000.00	0.0%
51249 · Other Professional Services	0.00	0.00	1,000.00	-1,000.00	0.0%
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	333.50	1,863.56	6,000.00	-4,136.44	31.06%
<b>Total 51000 · Services and Supplies</b>	<b>923.07</b>	<b>4,061.36</b>	<b>27,250.00</b>	<b>-23,188.64</b>	<b>14.9%</b>
<b>55000 · Appropriations for Contingencie</b>					
55011 · Appropriation for Contingencies	0.00	0.00	13,628.00	-13,628.00	0.0%
<b>Total 55000 · Appropriations for Contingencie</b>	<b>0.00</b>	<b>0.00</b>	<b>13,628.00</b>	<b>-13,628.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>923.07</b>	<b>4,061.36</b>	<b>40,878.00</b>	<b>-36,816.64</b>	<b>9.94%</b>
<b>Net Income</b>	<b>-923.07</b>	<b>-4,061.36</b>	<b>0.00</b>	<b>-4,061.36</b>	<b>100.0%</b>