

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday, April 8, 2023
4:00 PM**

I. STANDING ORDERS

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
Others Present

II. SPECIAL ORDERS

1. Approve board minutes from previous meeting
2. Chief's Report
3. Financial Statements & Warrant Requests - Report copies and details will be provided at 4PM

III. FIRE INSPECTIONS – Report and updates – Captain Nelson reports quarterly in January, April, July, and October.

IV. OLD BUSINESS

1. Discuss reorganization of the fire district
2. Funding for the fire district
3. ID badges
4. Fire inspection violations in commercial parcels
5. Audit review

V. NEW BUSINESS

1. Discuss contracting with Grass Valley Fire Department

VI. CORRESPONDENCE

1. LAFCo letter – Request for Nominations for Special District Voting Member

VII. PUBLIC COMMENT

VII. MOTION TO ADJOURN

PUBLIC COMMENT: The opportunity of the public to be heard on an item on the agenda shall be provided during the consideration of that item (Gov't. Code Section 59495.3). The public may address items not on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board, provided no action is taken in compliance with Gov't. Code Section 54954.3(a).

**This Agenda was posted 72 hours in advance of the meeting at the Ophir Hill Fire Protection District office
Online at www.Ophirhillfire.org

OPHIR HILL FIRE PROTECTION DISTRICT
Meeting Minutes
BOARD OF DIRECTORS MEETING
Friday, March 22, 2024
Special Meeting
4:00 p.m.

I. STANDING ORDERS

1. CALL TO ORDER - Meeting called to order at 4:00 p.m. by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL – Chairman Armacher, Vice-Chairman Peterson, Director Martin, Director Ramey, Director Sousa
Others Present: Board Secretary Monique Sousa
Absent: Chief Rothenberger

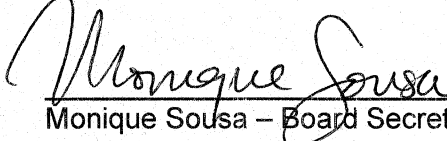
II. SPECIAL MEETING ORDERS

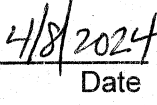
1. Approve Board Minutes from previous meeting on March 11, 2024.
MOTION I – Vice-Chairman Peterson motioned to approve the meeting minutes.
2nd by Director Martin
VOTE: Unanimous
2. Funding for the fire district
This item is pending. To be discussed further after receiving AP Triton's Municipal Service Review.
3. Discuss consolidation option
Discussed contracting with City of Grass Valley Fire Department. Also discussed reorganizing with Nevada County Consolidated Fire District. Discussed pursuing the assessment and possibly sending a letter to a sample of OHFPD property owners to gauge interest in increased fees. Chairman Armacher will invite a representative of City of Grass Valley Fire Department to come to the next meeting to discuss option of contracting. Also discussed possibility of having a larger applicant pool with the academies that will concluding in April and May. Board discussed the timing of reorganizing, contracting or assessment with the pending Triton MSR.

III. MOTION TO ADJOURN

MOTION II – Vice-Chairman Peterson motioned to adjourn the meeting at 4:25 p.m.
2nd by Director Ramey
VOTE: Unanimous

Attest:


Monique Sousa – Board Secretary


Date

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Fire Chief's Report

April 2024

Incidents	OPH	PCP	NCC	Other
Medical	15	1	5	
MVA		2		
Fire Alarm	1		1	
FMS	1		1	
Vehicle fire			1	
Structure fire		1		
Public assist	2			
OES storm pre po.				1

Total of 32 incidents. 19 in OPH, 4 in PCP, 8 in NCC, 1 OES

All equipment is in service and available.

Roster is at 14. Seasonal FF Will Holthaus departed to return to employment with the Feather River Hot Shots. PCFF Jordan Nunes departed due to military deployment.

Matt Beatty was hired as the seasonal to fill the open position.

Captain Nelson is back on light duty for two weeks. Hopeful to return to full duty next month.

**Ophir Hill Fire Protection District
Fund Balances
As of March 2024**

Account	721	Fund		Total
		727	765	
LAIF	620,165.64	-	-	620,165.64
WestAmerica	333,801.91	-	-	333,801.91
Total		-	-	953,967.55

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of March 31, 2024

	<u>Mar 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	
1900-01 · LAIF Mitigation portion	36,254.47
1900-00 · LAIF FUND 721 - Other	<u>583,911.17</u>
Total 1900-00 · LAIF FUND 721	620,165.64
1902-00 · WESTAMERICA CHECKING ACCOUNT	<u>333,801.91</u>
Total Checking/Savings	953,967.55
Accounts Receivable	
1910-00 · A/R Taxes	35,627.54
1911-00 · A/R Assessments Receivable	7,689.68
1912-00 · A/R Interest Receivable	722.35
1954-10 · Due from Other Gov't	<u>6,247.85</u>
Total Accounts Receivable	<u>50,287.42</u>
Total Current Assets	<u>1,004,254.97</u>
TOTAL ASSETS	<u><u>1,004,254.97</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	<u>6,402.92</u>
Total Accounts Payable	6,402.92
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	39,269.71
2700-00 · CalPERS RETIREMENT PAYABLE	<u>-29,819.00</u>
Total Other Current Liabilities	<u>9,450.71</u>
Total Current Liabilities	<u>15,853.63</u>
Total Liabilities	15,853.63

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of March 31, 2024

	<u>Mar 31, 24</u>
Equity	
3000 · Opening Bal Equity	-34,179.42
3001-00 · FUND BALANCE	1,214,508.47
3001-01 · FUND-MITIGATION	27,189.34
Net Income	-219,117.05
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Total Equity	988,401.34
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TOTAL LIABILITIES & EQUITY	<u>1,004,254.97</u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

March 2024

	<u>Mar 24</u>
Ordinary Income/Expense	
Income	
4468-00 · OES-ENGINE INCOME	4,095.00
4468-10 · OES-PERSONNEL	22,933.49
4468-20 · OES-Strike Team Other Reimburse	2,702.85
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Total Income	29,731.34
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Gross Profit	29,731.34
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	0.00
5101-20 · Salaries-CHIEF	9,188.08
5101-21 · Salaries-O/T Chief	8,061.24
5101-30 · Salaries-OFFICE MGR.	1,582.17
5101-40 · Salaries-CAPTAIN	13,627.36
5101-41 · Salaries-O/T Captain	8,939.52
5101-42 · Salaries-OT Planned Capt	2,699.76
5102-00 · Salaries-SNL FF	9,120.50
5102-23 · Paid Call Firefighters	144.00
5103-00 · RETIREMENT EXPENSE	5,005.13
5104-00 · GROUP INSURANCE	
5104-20 · Group Insurance Reimbursement	2,346.32
5104-00 · GROUP INSURANCE - Other	2,847.57
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Total 5104-00 · GROUP INSURANCE	5,193.89
5105-00 · PAYROLL TAX EXPENSE	1,861.96
5106-00 · WORKERS COMP	23,834.50
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5203-00 · COMMUNICATIONS	4,722.82
5206-00 · HOUSEHOLD EXPENSE	136.44
5209-00 · MAINT-EQUIPMENT	1,059.46
5211-00 · MAINT-AUTO	1,396.17
5213-00 · MEDICAL SUPPLY	33.22
5219-00 · SMALL TOOLS	750.00
5350-00 · SPECIAL ASSESSMENT EXPENSE	166.94
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Total Expense	97,523.16
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Net Ordinary Income	-67,791.82
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Net Income	<u>-67,791.82</u>