

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday, November 13, 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. ID badges
2. OHFPD Water Tender 52
3. Discuss fire district assessment
4. Update on WestAmerica list of current board members and signature cards

V. NEW BUSINESS

1. Discuss personnel retention

VI. CORRESPONDENCE

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
Monday, October 16, 2023
4:00 p.m.

I. STANDING ORDERS

1. CALL TO ORDER - Meeting called to order at 4:03 p.m. by Director Peterson
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL - Director Martin, Director Peterson, Director Ramey, Director Sousa
Others Present: Chief Rothenberger and Board Secretary Monique Sousa
Absent: Chairman Armacher

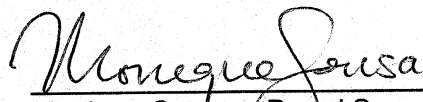
II. SPECIAL MEETING AGENDA ITEM

1. Approve board minutes from previous meeting on October 9, 2023.
MOTION I – Director Peterson motioned to approve the meeting minutes.
2nd by Director Martin
VOTE: Unanimous
2. OHFPD Water Tender 52
There is no new information regarding WT52. It will be put on next month's agenda.

III. MOTION TO ADJOURN

MOTION V – Director Sousa motioned to adjourn the meeting at 4:06 p.m.
2nd by Director Martin
VOTE: Unanimous

Attest:

 11/13/2023

Monique Sousa - Board Secretary Date

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).

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Fire Chief's Report

November 2023

Incidents

Date	Time	Type	Location	Agency
10/1	1813	Public Assist/Lift Assist	Brunswick Dr.	OPH
10/1	2008	MVA	East Empire St.	OPH
10/1	2044	Medical/Seizure	Hwy.174	OPH
10/2	1300	Residential Fire Alarm	Greenway Pl.	OPH
10/2	1947	Code 2 Medical/ Syncope	Uncle Sonny's	OPH
10/3	0159	Medical/Syncope	Blue Jay Hill Rd.	OPH
10/3	1449	MVA	Hwy.174 X Silver Wy.	OPH
10/3	1740	Medical/ Bicycle Accident	Empire Mine S.H.P.	OPH
10/4	1732	Residential Structure Fire	Hanley Dr.	NCC
10/5	1359	Residential Structure Fire	Edward Dr.	NCC
10/5	1943	Public Assist/Lift Assist	Dogwood Rd.	NCC
10/6	0907	Debris Fire	East Bennett Rd.	OPH
10/6	1404	Medical/Choking	Rattlesnake Rd.	OPH
10/6	2009	Residential Structure Fire WT-42	Wolf Dr.	NCC
10/8	0114	Medical/Overdose	Greenhorn Rd.	NCC
10/8	1420	MVA	Hwy.174 X Pine Hill Dr.	OPH
10/10	2213	MVA	Hwy 174 X Partridge Rd.	OPH
10/11	2100	Public Assist/Lift Assist	View Dr.	OPH
10/12	1013	Debris Fire	East Bennett Rd.	OPH
10/14	1156	Medical/Overdose	Woodrose Wy.	OPH
10/15	0141	Public Assist/Flooding	Greenhorn Rd.	OPH
10/16	0827	Medical/Ill Person	Brunswick Dr.	OPH
10/21	1207	Code 2 Medical/ Hip Pain	Brunswick Dr.	OPH
10/22	2242	Medical/ETOH	Uncle Sonny's	OPH
10/23	1931	MVA	Hwy.174 X Silver Wy.	OPH
10/24	1413	Public Assist/Lift Assist	Copper Dr.	OPH
10/24	2340	Medical/Overdose	Rattlesnake Rd.	OPH
10/25	0929	Code 2 Medical/Abdominal Pain	Rattlesnake Rd.	NCC
10/25	1744	MVA	Lawrence Wy.	NCC

10/26	1806	Code 2 Medical/Poss. Seizure	Lower Colfax Rd.	OPH
10/27	0856	Medical/Fall	Copper Dr.	OPH
10/27	0920	Medical/Seizure	Bennett St.	GRV
10/27	1026	Medical/Altered LOC	Rattlesnake Rd.	OPH
10/27	1735	Medical/Fall	Chatsworth Ln.	OPH
10/29	0942	Public Assist/Lift Assist	Rhoda Rd.	OPH
10/29	2154	Medical/Unconscious Person	Pine Cone Cr.	OPH
10/30	0952	Medical/Unknown Problem	Greenhorn Rd.	OPH
10/30	1417	Public Assist/Lift Assist	Dogwood Rd.	OPH
10/30	1429	Medical/ETOH	Greenhorn Rd.	NCC
10/30	1728	Vegetation Fire	Rattlesnake Rd.	NCC
10/30	2345	Medical/Stroke	Pine Hill Dr.	OPH
10/31	1034	Residential Structure Fire	Charles Wy.	NCC

41 total incidents. 30 in OPH, 10 in NCC, 1 in GRV.

All equipment is in service and available.

Roster is at 14.

**Ophir Hill Fire Protection District
Fund Balances
As of October 2023**

Account	721	727	765	Total
	Fund			
LAIF	613,997.33	-	-	613,997.33
WestAmerica	277,082.08	-	-	277,082.08
Total	-			891,079.41

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of October 31, 2023

	<u>Oct 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	
1900-01 · LAIF Mitigation portion	31,187.03
1900-00 · LAIF FUND 721 - Other	<u>582,810.30</u>
Total 1900-00 · LAIF FUND 721	613,997.33
1902-00 · WESTAMERICA CHECKING ACCOUNT	<u>277,082.08</u>
Total Checking/Savings	891,079.41
Accounts Receivable	
1910-00 · A/R Taxes	27,598.16
1911-00 · A/R Assessments Receivable	11,912.26
1912-00 · A/R Interest Receivable	230.48
1954-10 · Due from Other Gov't	<u>6,306.65</u>
Total Accounts Receivable	<u>46,047.55</u>
Total Current Assets	<u>937,126.96</u>
TOTAL ASSETS	<u><u>937,126.96</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	<u>20,958.80</u>
Total Accounts Payable	20,958.80
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	-114,852.31
2700-00 · CalPERS RETIREMENT PAYABLE	<u>-113,640.35</u>
Total Other Current Liabilities	<u>-228,492.66</u>
Total Current Liabilities	<u>-207,533.86</u>
Total Liabilities	-207,533.86

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of October 31, 2023

	<u>Oct 31, 23</u>
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,428,635.76
3001-01 · FUND-MITIGATION	27,189.34
Net Income	<u>-287,480.08</u>
Total Equity	<u>1,144,660.82</u>
TOTAL LIABILITIES & EQUITY	<u><u>937,126.96</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

October 2023

	<u>Oct 23</u>
Ordinary Income/Expense	
Income	
4301-00 · INTEREST INCOME	5,487.30
4468-00 · OES-ENGINE INCOME	6,156.96
4468-10 · OES-PERSONNEL	9,620.64
4468-20 · OES-Strike Team Other Reimburse	1,577.76
4496-00 · PROP 172	5,830.29
4640-00 · 727 to be transferred	665.55
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Total Income	29,338.50
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Gross Profit	29,338.50
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	3,988.80
5101-20 · Salaries-CHIEF	9,188.08
5101-21 · Salaries-O/T Chief	0.00
5101-30 · Salaries-OFFICE MGR.	1,633.76
5101-40 · Salaries-CAPTAIN	13,627.36
5101-41 · Salaries-O/T Captain	6,044.76
5101-42 · Salaries-OT Planned Capt	2,699.76
5102-00 · Salaries-SNL FF	8,100.50
5102-23 · Paid Call Firefighters	1,457.00
5102-25 · STRIKE TEAM PAY	11,687.40
5103-00 · RETIREMENT EXPENSE	4,612.10
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	0.00
5104-20 · Group Insurance Reimbursement	2,429.58
5104-00 · GROUP INSURANCE - Other	2,784.01
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Total 5104-00 · GROUP INSURANCE	5,213.59
5105-00 · PAYROLL TAX EXPENSE	4,308.70
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5202-20 · CLOTHING-STRUCTURE	504.45
5202-50 · CLOTHING-MISC./VOLUNTEER	65.03
5206-00 · HOUSEHOLD EXPENSE	791.32
5209-00 · MAINT-EQUIPMENT	2,156.09
5210-00 · MAINT-STRUCTURE	206.64
5211-00 · MAINT-AUTO	456.14
5213-00 · MEDICAL SUPPLY	248.68
5214-00 · SUPPLIES-OFFICE	415.23
5214-10 · SUPPLIES-OPERATING	81.17
5215-00 · PROFESSIONAL SERVICE	3,414.19
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	127.50
5220-10 · TRAINING EXPENSE	248.50
5223-00 · FUEL	2,243.30

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

October 2023

	Oct 23
5224-00 · UTILITIES	823.57
5331-00 · GRANT VFA EXPENDITURES	13,603.44
Total Expense	97,947.06
Net Ordinary Income	-68,608.56
Net Income	-68,608.56