

**OPHIR HILL FIRE PROTECTION DISTRICT  
AGENDA  
BOARD OF DIRECTORS MEETING  
Monday - November 11, 2019**

**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. CORRESPONDENCE**

1. No new correspondence

**IV. OLD BUSINESS**

1. Lexipol - ongoing
3. Western Nevada County Fire - ongoing

**V. NEW BUSINESS**

1. Open House - open for discussion

**VI. 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](http://www.Ophirhillfire.org)

**OPHIR HILL FIRE PROTECTION DISTRICT**  
**Meeting Minutes**  
**BOARD OF DIRECTORS MEETING**  
**Thursday - October 17, 2019 - rescheduled due to power outage**

**I. STANDING ORDERS**

1. CALL TO ORDER - Meeting called to order at 16:00 hours by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL - Chairman Armacher, Vice Chairman Borgnis, Director Sousa, Director Peterson  
Absent: Chief Rothenberger and Director Martin  
Others Present: Kris Stoeckle-Board Secretary, Captain Jon Nelson

**II. SPECIAL ORDERS**

1. Approve Board Minutes from previous meeting - September, 2019  
*MOTION I* - Director Sousa motioned to approve meeting minutes  
2nd by Vice Chairman Borgnis  
VOTE: Unanimous
2. Chief's Report - Captain Jon Nelson provided Chief's Report for August, 2019 to include a report of 40 calls in total. See attached report for details.  
Captain Nelson spoke on Chief's behalf and delivered updates on current strike team activities and various station activities.
3. Financial Statements and Warrant Requests - Kris Stoeckle reported fund balances as outlined below:

Fund Balance for 721	\$ 111,620.89
Fund Balance for 727	\$ 19,859.80
Fund Balance for 765	\$ 66,373.25
West America Checking	\$ 627,271.54
Bank of the West	\$ zero and closed account - funds deposited into West America fund

*MOTION II* - Vice Chairman Borgnis motioned to approve Chief Report and Financial Statements and Warrants  
2nd by Director Peterson  
VOTE: Unanimous

**III. CORRESPONDENCE**

1. No new correspondence.

**IV. OLD BUSINESS**

1. Lexipol - ongoing - due to Chief's absence - updates will be provided next month.
2. Station repairs - Captain Nelson provided general statements to include all work done with a couple of minors ongoing issues. New generator will be installed over the next several weeks.
3. Western Nevada County meeting - ongoing and updates - Vice Chairman Borgnis provided handout from NCC with timelines. General discussion was held by all.

V. **NEW BUSINESS**

1. Cab chassis updates - letter of intent was mailed and received by dealer. Captain Drummond is coordinating all details.

VI. **PUBLIC COMMENT**

VII. **MOTION TO ADJOURN**

*MOTION V* - Director Peterson motioned to adjourn meeting at 16:55 hour  
2nd by Director Sousa  
VOTE: Unanimous

ATTEST:

  
Kris Stoeckle, Board Secretary

Ophir Hill Fire Protection District

Fund Balances

As of October 31, 2019

Account	Fund			Total
	721	727	765	
LAIF	111,262.84	20,217.82	66,373.25	-
WestAmerica	581,257.27			581,257.27
Total	692,520.11	20,217.82	66,373.25	581,257.27

## OPHIR HILL FIRE PROTECTION DISTRICT - 721

## Balance Sheet

As of October 31, 2019

	<u>Oct 31, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	111,262.84
1902-00 · WESTAMERICA CHECKING ACCO...	581,257.27
1905 · Bank of The West Checking	76,368.24
1906 · Bank of The West Petty Cash	99.04
1919-00 · WESTAMERICA-PETTY CASH	<u>-54.00</u>
Total Checking/Savings	768,933.39
Accounts Receivable	
1910-00 · A/R Taxes	<u>42,818.68</u>
Total Accounts Receivable	<u>42,818.68</u>
Total Current Assets	<u>811,752.07</u>
<b>TOTAL ASSETS</b>	<u><u>811,752.07</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	17,495.28
2450 · Payroll Payable	<u>34,167.14</u>
Total Accounts Payable	51,662.42
Other Current Liabilities	
2110 · Direct Deposit Liabilities	1.00
2500-00 · PAYROLL TAXES PAYABLE	33,636.40
2510-00 · PAYROLL DEDUCTIONS PAYABLE	140.00
2600-00 · HEALTH INSURANCE PAYABLE	-9,565.80
2700-00 · CalPERS RETIREMENT PAYABLE	-19,430.09
2900-00 · COMPENSATED ABSENCES	31,261.50
2950 · UNAVAILABLE REVENUE	<u>23,938.60</u>
Total Other Current Liabilities	<u>59,981.61</u>
Total Current Liabilities	<u>111,644.03</u>
Total Liabilities	111,644.03

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of October 31, 2019

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	<u>Oct 31, 19</u>
Equity	
3001-00 - FUND BALANCE	905,655.55
Net Income	<u>-205547.51</u>
Total Equity	<u>700,108.04</u>
TOTAL LIABILITIES & EQUITY	<u><u>811,752.07</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss Budget Performance

July through October 2018

	Jul - Oct 18	Budget	Jul - Oct 18	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4001-00 · CURRENT SECURED TAX	19,587.66	363,251.00	19,587.66	363,251.00	363,251.00
4003-00 · CURRENT UNSECURED TAX	121.91	6,368.00	121.91	6,368.00	6,368.00
4004-00 · PUBLIC UTILITY	16.30		16.30		
4017-00 · SUPPLEMENTAL SECURED TAX	2,060.05	8,843.00	2,060.05	8,843.00	8,843.00
4018-00 · SUPP UNSECURED TAX	18.34		18.34		
4028-00 · SUPP PRIOR UNSECURED	25.15		25.15		
4040-00 · ST HOMEOWNERS PROP	175.28	3,538.00	175.28	3,538.00	3,538.00
4100-00 · Special Assessment Tax Roll	11,232.00	224,640.00	11,232.00	224,640.00	224,640.00
4301-00 · INTEREST INCOME	1,006.15	2,000.00	1,006.15	2,000.00	2,000.00
4496-00 · PROP 172	13,804.39	51,383.00	13,804.39	51,383.00	51,383.00
4620-00 · OTHER REVENUE	1.00		1.00		
4620-10 · TRAINING	109.51	5,000.00	109.51	5,000.00	5,000.00
4640-00 · 727 to be transferred	1,149.93		1,149.93		
4806-00 · DONATIONS	1,600.00		1,600.00		
4902 · GRANT VFA	8,153.84		8,153.84		
<b>Total Income</b>	<b>59,061.51</b>	<b>665,023.00</b>	<b>59,061.51</b>	<b>665,023.00</b>	<b>665,023.00</b>
<b>Gross Profit</b>	<b>59,061.51</b>	<b>665,023.00</b>	<b>59,061.51</b>	<b>665,023.00</b>	<b>665,023.00</b>
<b>Expense</b>					
5050-00 · Salaries-Holiday Pay	1,800.00	3,600.00	1,800.00	3,600.00	3,600.00
5060-00 · Salaries-Vacation Buyback	0.00	3,957.00	0.00	3,957.00	3,957.00
5101-10 · Salaries-BOOKKEEPER	8,420.00	30,000.00	8,420.00	30,000.00	30,000.00
5101-20 · Salaries-CHIEF	30,118.92	99,232.00	30,118.92	99,232.00	99,232.00
5101-21 · Salaries-O/T Chief	18,470.40		18,470.40		
5101-40 · Salaries-CAPTAIN	50,007.53	164,000.00	50,007.53	164,000.00	164,000.00
5101-41 · Salaries-O/T Captain	11,039.74		11,039.74		
5101-42 · Salaries-OT Planned Capt	6,659.52	20,000.00	6,659.52	20,000.00	20,000.00
5101-50 · Salaries-Engineer	0.00		0.00		

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss Budget Performance

July through October 2018

	Jul - Oct 18	Budget	Jul - Oct 18	YTD Budget	Annual Budget
5102-00 · Salaries-SNL FF	19,682.50	18,000.00	19,682.50	18,000.00	18,000.00
5102-20 · Salaries-Cvg Relief Chief	0.00		0.00		
5102-21 · Salaries-Cvg Relief Captain	7,036.10		7,036.10		
5102-22 · Salaries-Cvg. Relief Engineers	0.00	500.00	0.00	500.00	500.00
5102-23 · Paid Call Firefighters	9,142.50	10,000.00	9,142.50	10,000.00	10,000.00
5102-25 · STRIKE TEAM PAY	258,614.24		258,614.24		
5103-00 · RETIREMENT EXPENSE	29,890.84	72,296.00	29,890.84	72,296.00	72,296.00
5104-00 · GROUP INSURANCE					
5104-10 · Group Insurance	11,360.68		11,360.68		
5104-20 · Group Insurance Reimbursement	9,918.24		9,918.24		
5104-00 · GROUP INSURANCE - Other	-2,464.47	73,500.00	-2,464.47	73,500.00	73,500.00
<b>Total 5104-00 · GROUP INSURANCE</b>	<b>18,814.45</b>	<b>73,500.00</b>	<b>18,814.45</b>	<b>73,500.00</b>	<b>73,500.00</b>
5105-00 · PAYROLL TAX EXPENSE	24,763.06	11,840.00	24,763.06	11,840.00	11,840.00
5106-00 · WORKERS COMP	26,442.00	30,000.00	26,442.00	30,000.00	30,000.00
5202-00 · CLOTHING	145.90		145.90		
5202-10 · CLOTHING-UNIFORMS PERMAN...	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
5202-12 · CLOTHING-SNL UNIFORMS	0.00	600.00	0.00	600.00	600.00
5202-40 · CLOTHING-WILDLAND	3,370.52		3,370.52		
5203-00 · COMMUNICATIONS	-1,942.78	13,300.00	-1,942.78	13,300.00	13,300.00
5205-00 · FOOD	101.99		101.99		
5206-00 · HOUSEHOLD EXPENSE	275.65	2,000.00	275.65	2,000.00	2,000.00
5207-00 · INSURANCE	9,766.00	10,298.00	9,766.00	10,298.00	10,298.00
5209-00 · MAINT-EQUIPMENT	2,135.92	4,000.00	2,135.92	4,000.00	4,000.00
5209-10 · MAINT-OFFICE EQUIP	888.92	1,300.00	888.92	1,300.00	1,300.00
5210-00 · MAINT-STRUCTURE	6,465.61	4,500.00	6,465.61	4,500.00	4,500.00
5211-00 · MAINT-AUTO	17,688.45	5,850.00	17,688.45	5,850.00	5,850.00
5212-00 · MEMBERSHIPS	-245.82	1,356.00	-245.82	1,356.00	1,356.00
5213-00 · MEDICAL SUPPLY	710.67	1,600.00	710.67	1,600.00	1,600.00
5214-00 · SUPPLIES-OFFICE	512.80	2,500.00	512.80	2,500.00	2,500.00
5214-10 · SUPPLIES-OPERATING	-426.58	800.00	-426.58	800.00	800.00



OPHIR HILL FIRE PROTECTION DISTRICT - 721  
**Profit & Loss Budget Performance**  
 July through October 2018

	Jul - Oct 18	Budget	Jul - Oct 18	YTD Budget	Annual Budget
5215-00 · PROFESSIONAL SERVICE	5,871.39	19,778.00	5,871.39	19,778.00	19,778.00
5216-00 · PUBLICATIONS	86.32		86.32		
5217-00 · RENTS-EQUIPMENT	37.50	32.00	37.50	32.00	32.00
5219-00 · SMALL TOOLS	1,531.29		1,531.29		
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	2,955.81	2,000.00	2,955.81	2,000.00	2,000.00
5219-20 · SMALL TOOLS-MISC.	20.88	600.00	20.88	600.00	600.00
5220-10 · TRAINING EXPENSE	188.00	3,000.00	188.00	3,000.00	3,000.00
5220-20 · SAFETY/FIRE PREVENTION	0.00	300.00	0.00	300.00	300.00
5220-60 · MISC/ANNUAL MEETING	0.00	1,550.00	0.00	1,550.00	1,550.00
5222-00 · TRAVEL	908.96	100.00	908.96	100.00	100.00
5223-00 · FUEL	5,235.66	11,500.00	5,235.66	11,500.00	11,500.00
5224-00 · UTILITIES	4,100.82	5,800.00	4,100.82	5,800.00	5,800.00
5300-30 · OES MISC STRIKE TEAM EXPENSE	7,121.81		7,121.81		
5331-00 · GRANT VFA EXPENDITURES	4,117.49		4,117.49		
5600-00 · CONTINGENCIES	0.00	18,047.00	0.00	18,047.00	18,047.00
<b>Total Expense</b>	<b>596,524.98</b>	<b>651,736.00</b>	<b>596,524.98</b>	<b>651,736.00</b>	<b>651,736.00</b>
<b>Net Ordinary Income</b>	<b>-537,463.47</b>	<b>13,287.00</b>	<b>-537,463.47</b>	<b>13,287.00</b>	<b>13,287.00</b>
<b>Other Income/Expense</b>					
Other Expense					
7710 · Fees and Penalties	4,861.42		4,861.42		
<b>Total Other Expense</b>	<b>4,861.42</b>		<b>4,861.42</b>		
<b>Net Other Income</b>	<b>-4,861.42</b>		<b>-4,861.42</b>		
<b>Net Income</b>	<b>-542,324.89</b>	<b>13,287.00</b>	<b>-542,324.89</b>	<b>13,287.00</b>	<b>13,287.00</b>