

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – August 9, 2021
4:30PM**

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 on a quarterly basis

March - completed
June - completed
September
December

IV. OLD BUSINESS

V. NEW BUSINESS

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 – July 12, 2021
4:30PM**

I. STANDING ORDERS

1. CALL TO ORDER – Meeting called to order at 16:30 hours by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL – Chairman Armacher, Vice Chairman Borgnis, Director Sousa, Director Martin,
Others Present: Chief Rothenberger, Kris Stoeckle-Board Secretary, Captain James Drummond
Absent: Director Peterson

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting – June 2021

MOTION I – Director Sousa motioned to approve meeting minutes.

2nd by Vice Chairman Borgnis

VOTE: Unanimous

2. Chief's Report was presented and a copy attached for details. Chief provided updates on roster. Water tender was called out several times locally. Nothing substantial in Nevada County but still only in middle of fire season with a ways to go. Need to fill captain's position with a close date this Friday. Water tender is near completion for fixes, waiting for parts to arrive. Chief provided summary on Captain Carson's new role and position's tasks.

3. *Financial Statements & Warrant Requests* – Kris Stoeckle reported fund balance as outlined below:

Fund Balance for 721 \$ 534,234.63

Fund Balance for 727 \$

Fund Balance for 765 \$

West America Checking \$ 600,628.62

MOTION II – Vice Chairman Borgnis motioned to approve Financial Statements and Warrants

2nd by Chairman Martin

VOTE: Unanimous

III. FIRE INSPECTIONS – reports will be presented by Captain Nelson on a quarterly basis.

March - complete

June - complete

September

December

IV. OLD BUSINESS

V. NEW BUSINESS

1. 2019-2020 Financial Audit – cover letter was presented and available for anyone to view.

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

Captain Drummond shared updates on Narcan and a few other medical supplies now on-hand.
Captain Drummond also suggests a routine check on Engine 1 so a “ready to go” status is always available for parades, etc.
Honorable Mention ribbon was given to Ophir Hill’s Engine 1 in 4th of July Parade.
Station 2 location has now been cleaned up and looking good. Thanks to all for extra help.

VII. MOTION TO ADJOURN

MOTION III – Vice Chairman Borgnis motioned to adjourn 17:30hour
2nd by Director Sousa
VOTE: Unanimous

Attest:


Kris Stoeckle – 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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Ophir Hill Fire Protection District
Fund Balances
As of July 31, 2021

Account	Fund			Total
	721	727	765	
LAIF	603,328.62	-	-	603,628.62
WestAmerica	534,234.63			534,234.63
Total	-	-	-	1,137,863.25

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of July 31, 2021

	<u>Jul 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	603,628.62
1902-00 · WESTAMERICA CHECKING ACCOUNT	<u>534,234.63</u>
Total Checking/Savings	1,137,863.25
Accounts Receivable	
1910-00 · A/R Taxes	23,595.28
1911-00 · A/R Assessments Receivable	12,020.41
1912-00 · A/R Interest Receivable	361.30
1954-10 · Due from Other Gov't	<u>3,583.66</u>
Total Accounts Receivable	<u>39,560.65</u>
Total Current Assets	<u>1,177,423.90</u>
TOTAL ASSETS	<u><u>1,177,423.90</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	<u>36,314.34</u>
Total Accounts Payable	36,314.34
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	34,176.07
2600-00 · HEALTH INSURANCE PAYABLE	-5,429.45
2700-00 · CalPERS RETIREMENT PAYABLE	<u>5,752.70</u>
Total Other Current Liabilities	<u>34,499.32</u>
Total Current Liabilities	<u>70,813.66</u>
Total Liabilities	70,813.66
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,148,621.94
Net Income	<u>-18,327.50</u>
Total Equity	<u>1,106,610.24</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,177,423.90</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July 2020 through July 2021

Jul '20 - Jul 21

Ordinary Income/Expense

Income

4001-00 · CURRENT SECURED TAX	333,593.01
4002-00 · PRIOR SEC TAX	-16.99
4003-00 · CURRENT UNSECURED TAX	7,134.10
4004-00 · PUBLIC UTILITY	180.11
4017-00 · SUPPLEMENTAL SECURED TAX	189,535.20
4018-00 · SUPP UNSECURED TAX	181.99
4028-00 · SUPP PRIOR UNSECURED	210.92
4040-00 · ST HOMEOWNERS PROP	3,635.16
4100-00 · Special Assessment Tax Roll	250,265.71
4110-00 · Special Assessment Hand Bills	1,275.36
4301-00 · INTEREST INCOME	1,841.86
4468-20 · OES-Strike Team Other Reimburse	720,938.35
4496-00 · PROP 172	58,970.66
4606-00 · SALE OF FIXED ASSETS	10,500.00
4620-00 · OTHER REVENUE	1,713.26
4620-10 · TRAINING	6,990.00
4640-00 · 727 to be transferred	4,185.54
4806-00 · DONATIONS	1,900.00
4902 · GRANT VFA	1,522.00
4996 · Workers Comp Reimbursement	5,179.00

Total Income

1,599,735.24

Gross Profit

1,599,735.24

Expense

5000-00 · Salaries & Benefits	7,971.34
5050-00 · Salaries-Holiday Pay	3,600.00
5060-00 · Salaries-Vacation Buyback	7,543.40
5101-10 · Salaries-BOOKKEEPER	18,593.60
5101-20 · Salaries-CHIEF	97,884.28
5101-21 · Salaries-O/T Chief	22,004.64
5101-40 · Salaries-CAPTAIN	191,534.83
5101-41 · Salaries-O/T Captain	95,811.06
5101-42 · Salaries-OT Planned Capt	26,761.42
5101-50 · Salaries-Engineer	0.00
5101-61 · Salaries-O/T FF	2,799.00
5102-00 · Salaries-SNL FF	84,825.25
5102-20 · Salaries-Cvg Relief Chief	0.00
5102-21 · Salaries-Cvg Relief Captain	17,560.81
5102-23 · Paid Call Firefighters	6,891.50
5102-25 · STRIKE TEAM PAY	238,304.58
5103-00 · RETIREMENT EXPENSE	103,341.08
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	12,132.81
5104-20 · Group Insurance Reimbursement	10,388.80
5104-00 · GROUP INSURANCE - Other	52,621.47

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July 2020 through July 2021

	Jul '20 - Jul 21
Total 5104-00 · GROUP INSURANCE	75,143.08
5105-00 · PAYROLL TAX EXPENSE	46,456.29
5106-00 · WORKERS COMP	77,244.00
5202-00 · CLOTHING	297.94
5202-10 · CLOTHING-UNIFORMS PERMANENT	7,000.00
5202-12 · CLOTHING-SNL UNIFORMS	1,600.00
5202-20 · CLOTHING-STRUCTURE	107.98
5203-00 · COMMUNICATIONS	43,168.42
5205-00 · FOOD	307.18
5206-00 · HOUSEHOLD EXPENSE	2,594.14
5207-00 · INSURANCE	5,653.82
5209-00 · MAINT-EQUIPMENT	5,212.47
5209-10 · MAINT-OFFICE EQUIP	1,682.43
5210-00 · MAINT-STRUCTURE	3,649.16
5211-00 · MAINT-AUTO	29,559.98
5212-00 · MEMBERSHIPS	8,341.74
5213-00 · MEDICAL SUPPLY	1,984.59
5214-00 · SUPPLIES-OFFICE	1,112.45
5214-10 · SUPPLIES-OPERATING	2,350.35
5215-00 · PROFESSIONAL SERVICE	11,928.69
5217-00 · RENTS-EQUIPMENT	112.50
5219-00 · SMALL TOOLS	419.28
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	3,096.87
5219-20 · SMALL TOOLS-MISC.	129.89
5220-00 · SPECIAL DISTRICT EXPENSE	64.61
5220-10 · TRAINING EXPENSE	7,639.50
5220-60 · MISC/ANNUAL MEETING	50.00
5223-00 · FUEL	16,925.87
5224-00 · UTILITIES	11,487.99
5300-30 · OES MISC STRIKE TEAM EXPENSE	17,325.63
5350-00 · SPECIAL ASSESSMENT EXPENSE	11,123.50
5404-00 · AUTO EQUIPMENT-CAPITAL IMP	43,034.32
5507-00 · RESERVE-765	84,666.48
66900 · Reconciliation Discrepancies	-90,305.56
Total Expense	<u>1,356,592.38</u>
Net Ordinary Income	<u>243,142.86</u>
Net Income	<u><u>243,142.86</u></u>