

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – July 13, 2020
4:00PM**

I. STANDING ORDERS

1. *CALL TO ORDER*
2. *PLEDGE OF ALLEGIANCE*
3. *ROLL CALL -*
Others Present: Dane Wadle – Sierra Network

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

IV. OLD BUSINESS

1. Call for Elections – Board Members filing instructions to include handout with dates from Nevada County's office

V. NEW BUSINESS

1. Guest Introduction – Dane Wadle, Senior Public Affairs Field Coordinator – Sierra Network – see above
2. Sale of E-5291
3. Approve and Review Preliminary Budget – 2020-21
4. Approve District Election 2020 Resolution 2020-03
5. Ventilation system for engine bay – request to present by Chairman Armacher
6. Ophir Hill Fire's MOU Contract – approve and review for 2020 – present by Captain Nelson

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

**OPHIR HILL FIRE PROTECTION DISTRICT
MEETING MINUTES
BOARD OF DIRECTORS MEETING
Monday – June 8, 2020
4:00PM**

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,
Others Present: Chief Rothenberger, Kris Stoeckle-Board Secretary
Absent: Director Peterson, Director Martin*

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting – May 2020
MOTION I – Vice Chairman Borgnis motioned to approve meeting minutes.
2nd by Director Sousa
VOTE: Unanimous
2. Chief's Report – see attached report for details provided by Chief Rothenberger.
May incidents – see attached report for details. Roster at 25 with 5 applications pending. All equipment up and running. Chief is pushing the progress for new truck to continue completion. Training has resumed with good attendance. Worked on area behind Union Hill School. New energy camera and LED lights; Chief demonstrated to all. New lawn was installed and this portion of the project is now completed.
3. Financial Statements & Warrant Requests – Kris Stoeckle reported fund balance as outlined below:
Fund Balance for 721 \$ 111,514.79
Fund Balance for 727 \$ 22,782.67
Fund Balance for 765 \$ 11,351.55
West America Checking \$ 815,525.29
MOTION II – Vice Chairman Borgnis motioned to approve Chief Report, Financial Statement and Warrants
2nd by Director Sousa
VOTE: Unanimous

III. CORRESPONDENCE

IV. OLD BUSINESS

V. NEW BUSINESS

1. District Elections Memo – renew and have 3 members apply and complete paperwork for Elections 2020. Provide further details to board members with due dates and what county needs with closures due to COVID.
 2. Approved Revised Final Budget 2019-2020
 3. Approved Resolution 2020-01 – Authorize Overtime and Portal Pay for Employees
 4. Approved Resolution 2020-02 – Fire Suppression Benefit Assessment – send to County Office.
- MOTION III – Chairman Armacher motioned to approve above Resolutions
2nd by Vice Chairman Borgnis
VOTE: Unanimous

VI. PUBLIC COMMENT

Staff provided a load of firewood to Judy Hoffmeyer which was much appreciated.

VII. MOTION TO ADJOURN

MOTION IV – Vice Chairman Borgnis motioned to adjourn 16:55 hour
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).

**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
Fund Balances
As of June 30, 2020

Account	Fund			Total
	721	727	765	
LAIF	111,514.78	22,782.67	11,351.55	145,649.00
WestAmerica	769,192.39			769,192.39
Total	880,707.17	22,782.67	11,351.55	914,841.39

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of June 30, 2020

	<u>Jun 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	111,514.78
1902-00 · WESTAMERICA CHECKING ACCOUNT	769,192.39
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	957,120.45
Accounts Receivable	
1910-00 · A/R Taxes	65,312.80
1912-00 · A/R Interest Receivable	13,172.32
1913-00 · Accounts Receivable	-21,742.66
1954-10 · Due from Other Gov't	<u>65,509.28</u>
Total Accounts Receivable	122,251.74
Total Current Assets	<u>1,079,372.19</u>
TOTAL ASSETS	<u><u>1,079,372.19</u></u>
LIABILITIES & EQUITY	
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	-20,431.26
2510-00 · PAYROLL DEDUCTIONS PAYABLE	2,200.00
2600-00 · HEALTH INSURANCE PAYABLE	7,867.70
2700-00 · CalPERS RETIREMENT PAYABLE	-13,070.87
2950 · UNAVAILABLE REVENUE	<u>102,702.93</u>
Total Other Current Liabilities	79,269.50
Total Current Liabilities	<u>130,931.92</u>
Total Liabilities	130,931.92

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of June 30, 2020

	<u>Jun 30, 20</u>
Equity	
3001-00 · FUND BALANCE	1,050,631.67
Net Income	<u>-102,191.40</u>
Total Equity	<u>948,440.27</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,079,372.19</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721
 Profit & Loss
 July 2019 through June 2020

	Jul '19 - Jun 20
Ordinary Income/Expense	
Income	
4001-00 · CURRENT SECURED TAX	430,127.26
4002-00 · PRIOR SEC TAX	-93.03
4003-00 · CURRENT UNSECURED TAX	7,285.47
4004-00 · PUBLIC UTILITY	193.36
4017-00 · SUPPLEMENTAL SECURED TAX	5,000.14
4018-00 · SUPP UNSECURED TAX	241.42
4028-00 · SUPP PRIOR UNSECURED	50.29
4040-00 · ST HOMEOWNERS PROP	3,517.08
4100-00 · Special Assessment Tax Roll	239,945.19
4301-00 · INTEREST INCOME	2,045.07
4468-00 · OES-ENGINE INCOME	11,760.07
4468-10 · OES-PERSONNEL	14,476.83
4468-20 · OES-Strike Team Other Reimburse	107,766.59
4496-00 · PROP 172	58,217.85
4620-00 · OTHER REVENUE	76,015.04
4620-10 · TRAINING	150.00
4640-00 · 727 to be transferred	5,187.51
4806-00 · DONATIONS	4,200.00
4902 · GRANT VFA	-12,651.63
Total Income	953,434.51
Gross Profit	953,434.51
Expense	
5000-00 · Salaries & Benefits	2,200.00
5050-00 · Salaries-Holiday Pay	8,217.60
5060-00 · Salaries-Vacation Buyback	14,093.36
5101-10 · Salaries-BOOKKEEPER	18,490.08
5101-20 · Salaries-CHIEF	97,884.28
5101-21 · Salaries-O/T Chief	0.00
5101-40 · Salaries-CAPTAIN	161,304.02
5101-41 · Salaries-O/T Captain	10,649.40
5101-42 · Salaries-OT Planned Capt	20,122.96

OPHIR HILL FIRE PROTECTION DISTRICT - 721
 Profit & Loss
 July 2019 through June 2020

	Jul '19 - Jun 20
5101-50 · Salaries-Engineer	0.00
5101-61 · Salaries-O/T FF	0.00
5102-00 · Salaries-SNL FF	63,635.75
5102-10 · Salaries-SNL Eng.	117.00
5102-20 · Salaries-Cvg Relief Chief	0.00
5102-21 · Salaries-Cvg Relief Captain	12,986.95
5102-23 · Paid Call Firefighters	7,112.50
5102-25 · STRIKE TEAM PAY	54,181.61
5103-00 · RETIREMENT EXPENSE	68,095.19
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	8,303.36
5104-20 · Group Insurance Reimbursement	9,803.61
5104-00 · GROUP INSURANCE - Other	55,682.42
Total 5104-00 · GROUP INSURANCE	73,789.39
5105-00 · PAYROLL TAX EXPENSE	17,874.48
5106-00 · WORKERS COMP	79,757.00
5202-10 · CLOTHING-UNIFORMS PERMANENT	3,000.00
5202-20 · CLOTHING-STRUCTURE	962.52
5202-40 · CLOTHING-WILDLAND	2,516.50
5203-00 · COMMUNICATIONS	16,068.59
5205-00 · FOOD	239.04
5206-00 · HOUSEHOLD EXPENSE	6,755.87
5207-00 · INSURANCE	9,841.00
5209-00 · MAINT-EQUIPMENT	7,418.07
5209-10 · MAINT-OFFICE EQUIP	3,950.43
5210-00 · MAINT-STRUCTURE	6,913.60
5211-00 · MAINT-AUTO	17,346.33
5212-00 · MEMBERSHIPS	3,939.24
5213-00 · MEDICAL SUPPLY	1,634.88
5214-00 · SUPPLIES-OFFICE	56.80
5214-10 · SUPPLIES-OPERATING	2,429.13
5215-00 · PROFESSIONAL SERVICE	19,286.40
5216-00 · PUBLICATIONS	87.00

OPHIR HILL FIRE PROTECTION DISTRICT - 721
 Profit & Loss
 July 2019 through June 2020

	Jul '19 - Jun 20
5217-00 · RENTS-EQUIPMENT	377.50
5219-00 · SMALL TOOLS	305.22
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	3,358.00
5219-20 · SMALL TOOLS-MISC.	2,193.38
5220-00 · SPECIAL DISTRICT EXPENSE	55.00
5220-10 · TRAINING EXPENSE	966.64
5220-20 · SAFETY/FIRE PREVENTION	841.10
5220-60 · MISC/ANNUAL MEETING	4,252.73
5223-00 · FUEL	15,241.38
5224-00 · UTILITIES	8,243.81
5300-30 · OES MISC STRIKE TEAM EXPENSE	3,226.56
5331-00 · GRANT VFA EXPENDITURES	-16,178.64
5350-00 · SPECIAL ASSESSMENT EXPENSE	10,438.50
5404-00 · AUTO EQUIPMENT-CAPITAL IMP	55,175.00
5405-00 · OTHER EQUIPMENT-CAPITAL IMP	27,345.13
5507-00 · RESERVE-765	126,739.77
66900 · Reconciliation Discrepancies	-1.28
Total Expense	1,055,536.77
Net Ordinary Income	-102,102.26
Other Income/Expense	
Other Expense	
7500 · TRANSFER OUT	-216.00
7710 · Fees and Penalties	305.14
Total Other Expense	89.14
Net Other Income	-89.14
Net Income	-102,191.40