

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – May 11, 2020
4:00PM**

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

IV. OLD BUSINESS

V. NEW BUSINESS

1. District Elections Memo dated April 16, 2020 – Board Members' Status review
2. Transfer of funds

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

Fire Chief's Report

May 2020

Incidents for April 2020

1.	4/1	1022	Public Assist/Lift Assist	Pine Hill Dr.	
2.	4/4	0642	Code 2 Medical/ Ill Person	Honeysuckle Ln.	
3.	4/4	0952	Medical/Difficulty Breathing	Gold Hill Dr.	
4.	4/7	1030	Code 2 Medical/ Fall	Gold Hill Dr.	
5.	4/8	1447	Structure Fire	Hwy.174	
6.	4/8	2315	Code 2 Medical/ Abdominal Pain	Brooks Rd.	
7.	4/10	1026	Medical/ Hand stuck under a truck	Hwy.174	PCP
8.	4/11	2310	Medical/ Altered LOC	Brookview Circle	
9.	4/14	1019	Medical/ Unknown	Star Dr.	
10.	4/14	1244	Structure Fire	Hwy.174	
11.	4/14	1420	Escaped Debris Burn	Rattlesnake Rd.	
12.	4/15	0857	Medical/ Echo Response	Dandee Hill Ln.	PCP
13.	4/15	0938	Medical/Back Injury	Nancy Ln.	
14.	4/15	1118	Vehicle Accident	17 4@ Greenhorn Access	PCP
15.	4/15	2310	Vehicle Accident	174 @ Bass Trail	PCP
16.	4/16	1424	Medical/ Allergic Reaction	Brunswick Rd.	
17.	4/17	1732	Medical/ GSW	Hwy.174	PCP
18.	4/18	0822	Medical/ Syncopy	Pine Hill Dr.	
19.	4/18	1642	Code 2 Medical/ Fall	Rattlesnake Rd.	
20.	4/19	1952	Medical/ Unresponsive person	Towle Ln.	
21.	4/20	1623	Code 2 Medical/ Ill Person	Chatsworth Ln.	
22.	4/21	0759	Public Assist/ Lift Assist	Lower Colfax Rd.	
23.	4/22	1803	Code 2 Medical/Eye Injury	Tim Burr Ln.	
24.	4/23	0809	Vehicle Accident	You Bet Rd. @ Fawn Hill	PCP
25.	4/23	1234	Medical/ Unresponsive person	Oak Cr.	PCP
26.	4/24	0837	Medical/ Stroke	Comet Ln.	
27.	4/24	1405	Vegetation Fire	E. Bennett	
28.	4/27	0526	Medical/Back Pain	Woodrose Way	
29.	4/28	1625	Medical/ Med Alarm	Burma Rd.	
30.	4/30	1812	Medical/ Assault	Greenway Pl.	

Total Incidents OPH 23

Auto Aid to PCP 7

Roster and application status no changes from last month.

All equipment is in service and available.

Ophir Hill Fire Protection District
Fund Balances
As of April 30, 2020

Account	Fund			Total
	721	727	765	
LAIF	111,514.78	22,782.67	11,351.55	145,649.00
WestAmerica	578,690.15			578,690.15
Total	690,204.93	22,782.67	11,351.55	724,339.15

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of April 30, 2020

	<u>Apr 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	111,514.78
1902-00 · WESTAMERICA CHECKING ACCOUNT	578,690.15
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	766,618.21
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>888,869.95</u>
TOTAL ASSETS	<u><u>888,869.95</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	1,100.00
2600-00 · HEALTH INSURANCE PAYABLE	5,644.22
2700-00 · CalPERS RETIREMENT PAYABLE	-10,652.08
2950 · UNAVAILABLE REVENUE	<u>102,702.93</u>
Total Other Current Liabilities	78,364.81
Total Current Liabilities	<u>130,027.23</u>
Total Liabilities	130,027.23

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of April 30, 2020

	<u>Apr 30, 20</u>
Equity	
3001-00 · FUND BALANCE	1,050,631.67
Net Income	<u>-291,788.95</u>
Total Equity	<u>758,842.72</u>
TOTAL LIABILITIES & EQUITY	<u><u>888,869.95</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss Budget vs. Actual

July 2019 through April 2020

	Jul '19 - Apr 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4001-00 · CURRENT SECURED TAX	257,740.25	402,029.00	-144,288.75	64.11%
4002-00 · PRIOR SEC TAX	64.48			
4003-00 · CURRENT UNSECURED TAX	7,021.91	7,375.00	-353.09	95.21%
4004-00 · PUBLIC UTILITY	0.00	9,909.00	-9,909.00	0.0%
4017-00 · SUPPLEMENTAL SECURED TAX	5,188.12	8,843.00	-3,654.88	58.67%
4018-00 · SUPP UNSECURED TAX	131.54			
4028-00 · SUPP PRIOR UNSECURED	26.78			
4040-00 · ST HOMEOWNERS PROP	2,110.66	3,479.00	-1,368.34	60.67%
4100-00 · Special Assessment Tax Roll	143,781.95	240,451.00	-96,669.05	59.8%
4301-00 · INTEREST INCOME	1,708.02	100.00	1,608.02	1,708.02%
4468-00 · OES-ENGINE INCOME	11,760.07			
4468-20 · OES-Strike Team Other Reimburse	107,766.59			
4496-00 · PROP 172	50,627.96	58,094.00	-7,466.04	87.15%
4620-00 · OTHER REVENUE	63,077.22			
4620-10 · TRAINING	150.00	2,000.00	-1,850.00	7.5%
4640-00 · 727 to be transferred	5,084.37	25,000.00	-19,915.63	20.34%
4806-00 · DONATIONS	1,700.00			
4902 · GRANT VFA	-12,651.63			
Total Income	645,288.29	757,280.00	-111,991.71	85.21%
Gross Profit	645,288.29	757,280.00	-111,991.71	85.21%
Expense				
5000-00 · Salaries & Benefits	1,100.00			
5050-00 · Salaries-Holiday Pay	6,417.60	4,000.00	2,417.60	160.44%
5060-00 · Salaries-Vacation Buyback	10,541.36	4,000.00	6,541.36	263.53%
5101-10 · Salaries-BOOKKEEPER	15,828.16	31,000.00	-15,171.84	51.06%
5101-20 · Salaries-CHIEF	82,825.16	99,232.00	-16,406.84	83.47%
5101-21 · Salaries-O/T Chief	0.00			
5101-40 · Salaries-CAPTAIN	134,235.86	166,624.00	-32,388.14	80.56%
5101-41 · Salaries-O/T Captain	10,196.40			
5101-42 · Salaries-OT Planned Capt	16,740.56	21,000.00	-4,259.44	79.72%
5101-50 · Salaries-Engineer	0.00			
5101-61 · Salaries-O/T FF	0.00			
5102-00 · Salaries-SNL FF	54,003.75	52,000.00	2,003.75	103.85%
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	6,533.00	10,000.00	-3,467.00	65.33%
5102-25 · STRIKE TEAM PAY	54,181.61			
5103-00 · RETIREMENT EXPENSE	57,334.74	72,296.00	-14,961.26	79.31%
5104-00 · GROUP INSURANCE				
5104-10 · Group Insurance	6,520.04			
5104-20 · Group Insurance Reimburseme	9,244.11			
5104-00 · GROUP INSURANCE - Other	44,118.96	73,500.00	-29,381.04	60.03%
Total 5104-00 · GROUP INSURANCE	59,883.11	73,500.00	-13,616.89	81.47%
5105-00 · PAYROLL TAX EXPENSE	16,049.32	11,840.00	4,209.32	135.55%
5106-00 · WORKERS COMP	79,757.00	30,000.00	49,757.00	265.86%
5202-10 · CLOTHING-UNIFORMS PERMANE	3,000.00	4,000.00	-1,000.00	75.0%
5202-12 · CLOTHING-SNL UNIFORMS	0.00	600.00	-600.00	0.0%
5202-20 · CLOTHING-STRUCTURE	816.77			
5202-40 · CLOTHING-WILDLAND	2,253.12			
5203-00 · COMMUNICATIONS	12,439.58	16,800.00	-4,360.42	74.05%
5205-00 · FOOD	239.04			
5206-00 · HOUSEHOLD EXPENSE	6,674.87	2,620.00	4,054.87	254.77%
5207-00 · INSURANCE	9,691.00	10,298.00	-607.00	94.11%
5209-00 · MAINT-EQUIPMENT	6,830.73	4,200.00	2,630.73	162.64%

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss Budget vs. Actual

July 2019 through April 2020

	Jul '19 - Apr 20	Budget	\$ Over Budget	% of Budget
5209-10 · MAINT-OFFICE EQUIP	3,147.32	1,600.00	1,547.32	196.71%
5210-00 · MAINT-STRUCTURE	6,549.12	6,000.00	549.12	109.15%
5211-00 · MAINT-AUTO	11,960.18	12,000.00	-39.82	99.67%
5212-00 · MEMBERSHIPS	3,939.24	1,356.00	2,583.24	290.5%
5213-00 · MEDICAL SUPPLY	1,504.01	2,000.00	-495.99	75.2%
5214-00 · SUPPLIES-OFFICE	0.00	2,700.00	-2,700.00	0.0%
5214-10 · SUPPLIES-OPERATING	2,295.15	1,600.00	695.15	143.45%
5215-00 · PROFESSIONAL SERVICE	19,117.49	15,780.00	3,337.49	121.15%
5216-00 · PUBLICATIONS	87.00			
5217-00 · RENTS-EQUIPMENT	377.50	400.00	-22.50	94.38%
5219-00 · SMALL TOOLS	305.22			
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	3,358.00			
5219-20 · SMALL TOOLS-MISC.	1,559.05	5,000.00	-3,440.95	31.18%
5220-00 · SPECIAL DISTRICT EXPENSE	55.00			
5220-10 · TRAINING EXPENSE	838.64	4,000.00	-3,161.36	20.97%
5220-20 · SAFETY/FIRE PREVENTION	841.10	600.00	241.10	140.18%
5220-60 · MISC/ANNUAL MEETING	4,252.73	2,500.00	1,752.73	170.11%
5222-00 · TRAVEL	0.00	100.00	-100.00	0.0%
5223-00 · FUEL	14,190.36	14,000.00	190.36	101.36%
5224-00 · UTILITIES	7,220.15	10,500.00	-3,279.85	68.76%
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	114,707.60			
Total Expense	936,988.10	694,146.00	242,842.10	134.98%
Net Ordinary Income	-291,699.81	63,134.00	-354,833.81	-462.03%
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	-291,788.95	63,134.00	-354,922.95	-462.17%