

OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday - January 13, 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

1. No new correspondence

IV. OLD BUSINESS

1. Lexipol - ongoing and updates
2. Open House - ongoing and updates
3. Newsletter - updates
4. Type 6 - ongoing and updates

V. NEW BUSINESS

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
Thursday - December 9, 2019

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, Director Martin
Absent:
Others Present: Chief Rothenberger, Kris Stoeckle-Board Secretary, Captain Jon Nelson, Captain Drummond

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting - November, 2019

MOTION I - Vice Chairman Borgnis motioned to approve meeting minutes
2nd by Director Martin

VOTE: Unanimous

2. Chief's Report - see attached report for details. Roster at 26 with several pending applications. District has a need to purchase new gear in the near future. Chief is reviewing needs and costs. All projects are complete with exception of new lawn and generator installation.
3. Financial Statements and Warrant Requests - Kris Stoeckle reported fund balances as outlined below:

Fund Balance for 721	\$ 111,262.84
Fund Balance for 727	\$ 20,217.82
Fund Balance for 765	\$ 66,373.25
West America Checking	\$ 413,532.44

MOTION II - Director Peterson motioned to approve Chief Report and Financial Statements and Warrants
2nd by Director Sousa

VOTE: Unanimous

III. CORRESPONDENCE

1. No new correspondence.

IV. OLD BUSINESS

1. Lexipol - ongoing - Chief Rothenberger to provide sections for review and comment.
2. Type 6 Truck Committee - kuddos to Vice Chairman Borgnis for his continued efforts to move forward on this purchase and secured savings. Captain Drummond is in contact with local companies to build the flatbed requirements. Will work towards end of spring and have available to show at Open House event.
3. Western Nevada County Fire - Chairman Armacher announced there will be no 2020 vote on any changes and also provided a general update from last meeting. Re-addressed in 2022.

V. NEW BUSINESS

1. Open House - plan to showcase new Type 6 truck, posters/flyers and video to provide details of how your taxes are working in this district. Great success from previous years to include BBQ, demos and educate our community members. We need to confirm a date and form a committee.
2. New assessment data - Chief provided his handout to all members and a general update to his findings.

VI. PUBLIC COMMENT

Crab Feed - January 18 - 5pm and 8pm seatings

Appreciation Dinner is soon approaching - February 22, 2020 has been agreed upon.

Colfax Winter Fest to include Annual Lights Parade - Captain Drummond will take Engine 52 adorning many lights.
Red Light Ball - Chairman Armacher will have a couple of tickets available - please let him know in advance if you are interested.

Holiday season - District will adopt several families locally and provide gifts to family members.

VII. MOTION TO ADJOURN

MOTION III - Chairman Armacher motioned to adjourn meeting at 17:20 hour

2nd by Director Peterson

VOTE: Unanimous

ATTEST:


Kris Stoeckle, Board Secretary

Ophir Hill Fire Protection District
Fund Balances
As of December 31, 2019

Account	Fund			Total
	721	727	765	
LAIF	111,944.88	20,340.15	66,782.09	199,067.12
WestAmerica	400,352.16			400,352.16
Total	512,297.04	20,340.15	66,782.09	599,419.28

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of December 31, 2019

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	111,944.88
1902-00 · WESTAMERICA CHECKING ACCO...	400,352.16
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	588,710.32
Accounts Receivable	
1910-00 · A/R Taxes	<u>42,818.68</u>
Total Accounts Receivable	42,818.68
Total Current Assets	<u>631,529.00</u>
TOTAL ASSETS	<u><u>631,529.00</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
2510-00 · PAYROLL DEDUCTIONS PAYABLE	140.00
2700-00 · CalPERS RETIREMENT PAYABLE	-7,624.97
2900-00 · COMPENSATED ABSENCES	31,261.50
2950 · UNAVAILABLE REVENUE	<u>23,938.60</u>
Total Other Current Liabilities	47,716.13
Total Current Liabilities	<u>99,378.55</u>
Total Liabilities	99,378.55

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of December 31, 2019

	<u>Dec 31, 19</u>
Equity	
3001-00 · FUND BALANCE	942,325.39
Net Income	<u>-410174.94</u>
Total Equity	<u>532,150.45</u>
TOTAL LIABILITIES & EQUITY	<u><u>631,529.00</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss Budget Performance

July through December 2019

	Jul - Dec 19	Budget	Jul - Dec 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4001-00 · CURRENT SECURED TAX	20,531.12	402,029.00	20,531.12	402,029.00	402,029.00
4002-00 · PRIOR SEC TAX	64.48		64.48		
4003-00 · CURRENT UNSECURED TAX	28.09	7,375.00	28.09	7,375.00	7,375.00
4004-00 · PUBLIC UTILITY	0.00	9,909.00	0.00	9,909.00	9,909.00
4017-00 · SUPPLEMENTAL SECURED TAX	1,795.02	8,843.00	1,795.02	8,843.00	8,843.00
4018-00 · SUPP UNSECURED TAX	57.52		57.52		
4028-00 · SUPP PRIOR UNSECURED	17.89		17.89		
4040-00 · ST HOMEOWNERS PROP	176.84	3,479.00	176.84	3,479.00	3,479.00
4100-00 · Special Assessment Tax Roll	11,557.49	240,451.00	11,557.49	240,451.00	240,451.00
4301-00 · INTEREST INCOME	2,042.78	100.00	2,042.78	100.00	100.00
4468-00 · OES-ENGINE INCOME	780.48		780.48		
4468-20 · OES-Strike Team Other Reimburse	29,191.61		29,191.61		
4496-00 · PROP 172	29,959.17	58,094.00	29,959.17	58,094.00	58,094.00
4620-00 · OTHER REVENUE	63,077.22		63,077.22		
4620-10 · TRAINING	150.00	2,000.00	150.00	2,000.00	2,000.00
4640-00 · 727 to be transferred	2,650.86	25,000.00	2,650.86	25,000.00	25,000.00
4806-00 · DONATIONS	1,500.00		1,500.00		
4902 · GRANT VFA	-12,651.63		-12,651.63		
Total Income	150,928.94	757,280.00	150,928.94	757,280.00	757,280.00
Gross Profit	150,928.94	757,280.00	150,928.94	757,280.00	757,280.00
Expense					
5050-00 · Salaries-Holiday Pay	6,417.60	4,000.00	6,417.60	4,000.00	4,000.00
5060-00 · Salaries-Vacation Buyback	6,278.96	4,000.00	6,278.96	4,000.00	4,000.00
5101-10 · Salaries-BOOKKEEPER	8,512.96	31,000.00	8,512.96	31,000.00	31,000.00
5101-20 · Salaries-CHIEF	45,177.36	99,232.00	45,177.36	99,232.00	99,232.00
5101-21 · Salaries-O/T Chief	0.00		0.00		
5101-40 · Salaries-CAPTAIN	67,290.50	166,624.00	67,290.50	166,624.00	166,624.00
5101-41 · Salaries-O/T Captain	6,995.20		6,995.20		
5101-42 · Salaries-OT Planned Capt	8,284.56	21,000.00	8,284.56	21,000.00	21,000.00
5101-50 · Salaries-Engineer	0.00		0.00		
5101-61 · Salaries-O/T FF	0.00		0.00		
5102-00 · Salaries-SNL FF	30,006.00	52,000.00	30,006.00	52,000.00	52,000.00
5102-20 · Salaries-Cvg Relief Chief	0.00		0.00		
5102-21 · Salaries-Cvg Relief Captain	12,221.63		12,221.63		
5102-23 · Paid Call Firefighters	3,810.50	10,000.00	3,810.50	10,000.00	10,000.00
5102-25 · STRIKE TEAM PAY	54,181.61		54,181.61		
5103-00 · RETIREMENT EXPENSE	28,754.17	72,296.00	28,754.17	72,296.00	72,296.00
5104-00 · GROUP INSURANCE					
5104-10 · Group Insurance	3,702.96		3,702.96		
5104-20 · Group Insurance Reimbursement	7,845.36		7,845.36		
5104-00 · GROUP INSURANCE - Other	21,354.38	73,500.00	21,354.38	73,500.00	73,500.00
Total 5104-00 · GROUP INSURANCE	32,902.70	73,500.00	32,902.70	73,500.00	73,500.00
5105-00 · PAYROLL TAX EXPENSE	9,084.25	11,840.00	9,084.25	11,840.00	11,840.00
5106-00 · WORKERS COMP	27,364.00	30,000.00	27,364.00	30,000.00	30,000.00
5202-10 · CLOTHING-UNIFORMS PERMANENT	3,000.00	4,000.00	3,000.00	4,000.00	4,000.00
5202-12 · CLOTHING-SNL UNIFORMS	0.00	600.00	0.00	600.00	600.00
5202-20 · CLOTHING-STRUCTURE	816.77		816.77		
5202-40 · CLOTHING-WILDLAND	2,253.12		2,253.12		
5203-00 · COMMUNICATIONS	3,703.44	16,800.00	3,703.44	16,800.00	16,800.00
5205-00 · FOOD	220.61		220.61		
5206-00 · HOUSEHOLD EXPENSE	5,418.47	2,620.00	5,418.47	2,620.00	2,620.00
5207-00 · INSURANCE	9,691.00	10,298.00	9,691.00	10,298.00	10,298.00
5209-00 · MAINT-EQUIPMENT	4,070.88	4,200.00	4,070.88	4,200.00	4,200.00
5209-10 · MAINT-OFFICE EQUIP	2,202.87	1,600.00	2,202.87	1,600.00	1,600.00
5210-00 · MAINT-STRUCTURE	4,492.23	6,000.00	4,492.23	6,000.00	6,000.00
5211-00 · MAINT-AUTO	9,514.33	12,000.00	9,514.33	12,000.00	12,000.00

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss Budget Performance

July through December 2019

	Jul - Dec 19	Budget	Jul - Dec 19	YTD Budget	Annual Budget
5212-00 · MEMBERSHIPS	3,509.24	1,356.00	3,509.24	1,356.00	1,356.00
5213-00 · MEDICAL SUPPLY	972.44	2,000.00	972.44	2,000.00	2,000.00
5214-00 · SUPPLIES-OFFICE	0.00	2,700.00	0.00	2,700.00	2,700.00
5214-10 · SUPPLIES-OPERATING	796.61	1,600.00	796.61	1,600.00	1,600.00
5215-00 · PROFESSIONAL SERVICE	12,763.56	15,780.00	12,763.56	15,780.00	15,780.00
5216-00 · PUBLICATIONS	87.00		87.00		
5217-00 · RENTS-EQUIPMENT	377.50	400.00	377.50	400.00	400.00
5219-00 · SMALL TOOLS	236.48		236.48		
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	3,358.00		3,358.00		
5219-20 · SMALL TOOLS-MISC.	778.13	5,000.00	778.13	5,000.00	5,000.00
5220-10 · TRAINING EXPENSE	64.00	4,000.00	64.00	4,000.00	4,000.00
5220-20 · SAFETY/FIRE PREVENTION	841.10	600.00	841.10	600.00	600.00
5220-60 · MISC/ANNUAL MEETING	0.00	2,500.00	0.00	2,500.00	2,500.00
5222-00 · TRAVEL	0.00	100.00	0.00	100.00	100.00
5223-00 · FUEL	8,740.36	14,000.00	8,740.36	14,000.00	14,000.00
5224-00 · UTILITIES	3,974.78	10,500.00	3,974.78	10,500.00	10,500.00
5300-30 · OES MISC STRIKE TEAM EXPENSE	3,226.56		3,226.56		
5331-00 · GRANT VFA EXPENDITURES	-16,178.64		-16,178.64		
5404-00 · AUTO EQUIPMENT-CAPITAL IMP	52,980.00		52,980.00		
5405-00 · OTHER EQUIPMENT-CAPITAL IMP	4,259.50		4,259.50		
5507-00 · RESERVE-765	87,346.40		87,346.40		
Total Expense	560,798.74	694,146.00	560,798.74	694,146.00	694,146.00
Net Ordinary Income	-409,869.80	63,134.00	-409,869.80	63,134.00	63,134.00
Other Income/Expense					
Other Expense					
7710 · Fees and Penalties	305.14		305.14		
Total Other Expense	305.14		305.14		
Net Other Income	-305.14		-305.14		
Net Income	-410,174.94	63,134.00	-410,174.94	63,134.00	63,134.00