OPHIR HILL FIRE PROTECTION DISTRICT AGENDA BOARD OF DIRECTORS MEETING Monday, February 12, 2024 4:00 PM

I. STANDING ORDERS

- 1. CALL TO ORDER
- 2. PLEDGE OF ALLEGIANCE
- 3. ROLL CALL Others Present

II. SPECIAL ORDERS

- 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. OLD BUSINESS

- 1. ID badges
- 2. Personnel retention Seasonal Firefighter compensation
- 3. Funding for the fire district

IV. NEW BUSINESS

- 1. Fire inspection violations in commercial parcels
- 2. Appreciation dinner

V. CORRESPONDENCE

1. Conflict of Interest, Form 700 is due April 2nd

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, January 22, 2024 4:00 p.m.

I. STANDING ORDERS

- 1. CALL TO ORDER Meeting called to order at 4:00 p.m. by Chairman Armacher
- 2. PLEDGE OF ALLEGIANCE
- 3. ROLL CALL Chairman, Armacher, Vice-Chairman Peterson, Director Martin, Director Ramey, Director Sousa
 Others Present: Chief Rothenberger, Captain Nelson, and Board Secretary Monique Sousa

II. SPECIAL MEETING AGENDA ITEMS

1. Approve board minutes from previous meeting on January 8, 2023. MOTION I – Vice-Chairman Peterson motioned to approve the meeting minutes. 2nd by Director Martin

VOTE: Unanimous

2. Funding for the fire district
Discussed challenges of both staffing and retaining current staff of the fire station. Discussed

current expenses and budget restrictions. Reviewed options of contracting with local fire agencies, doing an assessment, and consolidating with local agencies to staff the station. Discussed history of previous assessment. Discussed sending out mailing to parcel owners to gauge interest for increasing assessment fees. Determined that Chief Rothenberger will verify the bulk mailing permit and bring a draft of the mailing. Also discussed the LAFCO Triton Study which is scheduled to be completed in June 2024.

VIII. MOTION TO ADJOURN

MOTION II – Vice-Chairman Peterson motioned to adjourn the meeting at 4:55 p.m.

2nd by Director Ramey VOTE: Unanimous

Attest:

Monique Sousa - 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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Fire Chief's Report

February 2024

For the month of January Station 52 responded to a total of 31 incidents.

- 19 Medical aid calls. 12 in OPH, 6 in NCC and 1 in PCP.
- 4 MVA. 3 in OPH, 1 in PCP.
- 2 Public Assist. 1 in PCP, 1 in NCC.
- 1 Debris fire in OPH.
- 1 Structure fire in PCP.
- 1 Gas hazard in OPH.
- 3 Fire Alarms. 1 in OPH, 1 in PCP, 1 in NCC.

Roster is at 14 with three applications pending.

All equipment with the exception of WT-42 are in service and available.

Ophir Hill Fire Protection District Fund Balances As of January 2024

		Fund		
Account	721	727	765	Total
LAIF	620,705.22			620,705.22
WestAmerica	504,146.07			504,146.07
Total			_	1,124,851.29

OPHIR HILL FIRE PROTECTION DISTRICT - 721 Balance Sheet

As of January 31, 2024

	Jan 31, 24
ASSETS Current Assets Checking/Savings 1900-00 · LAIF FUND 721 1900-01 · LAIF Mitigation portion 1900-00 · LAIF FUND 721 - Other	36,254.47 584,450.75
Total 1900-00 · LAIF FUND 721	620,705.22
1902-00 · WESTAMERICA CHECKING ACCOUNT	504,146.07
Total Checking/Savings	1,124,851.29
Accounts Receivable 1910-00 · A/R Taxes 1911-00 · A/R Assessments Receivable 1912-00 · A/R Interest Receivable 1954-10 · Due from Other Gov't	63,225.70 19,601.94 952.83 12,554.50
Total Accounts Receivable	96,334.97
Total Current Assets	1,221,186.26
TOTAL ASSETS	1,221,186.26
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable 2000-00 - ACCOUNTS PAYABLE	39,271.47
Total Accounts Payable	39,271.47
Other Current Liabilities 2500-00 · PAYROLL TAXES PAYABLE 2700-00 · CalPERS RETIREMENT PAYABLE	88,547.49 -29,819.00
Total Other Current Liabilities	58,728.49
Total Current Liabilities	97,999.96
Total Liabilities	97,999.96

OPHIR HILL FIRE PROTECTION DISTRICT - 721 Balance Sheet

As of January 31, 2024

	Jan 31, 24	
Equity 3000 · Opening Bal Equity 3001-00 · FUND BALANCE 3001-01 · FUND-MITIGATION Net Income	-34,179.42 1,202,345.24 27,189.34 -72,168.86	
Total Equity	1,123,186.30	
TOTAL LIABILITIES & EQUITY	1,221,186.26	

OPHIR HILL FIRE PROTECTION DISTRICT - 721 Profit & Loss January 2024

	Jan 24
Ordinary Income/Expense	
Income	
4001-00 · CURRENT SECURED TAX	284,130.46
4003-00 · CURRENT UNSECURED TAX	8,958.72
4004-00 PRIOR UNSECURED TAX	140.81
4017-00 · SUPPLEMENTAL SECURED TAX	5,388.72
4018-00 · SUPP UNSECURED TAX 4028-00 · SUPP PRIOR UNSECURED	208.10
4040-00 ST HOMEOWNERS PROP	26.64 488.36
4301-00 INTEREST INCOME	6,911.36
4450-90 STATE OTHER	23.53
4511-70 · SPECIAL ASSESSMENTS	153,425.26
4620-00 · OTHER REVENUE	163.36
4640-00 · 727 to be transferred	766.53
Total Income	460,631.85
Gross Profit	460,631.85
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	0.00
5101-20 · Salaries-CHIEF	9,188.08
5101-21 · Salaries-O/T Chief	0.00
5101-30 · Salaries-OFFICE MGR.	1,341.41
5101-40 · Salaries-CAPTAIN 5101-41 · Salaries-O/T Captain	13,627.36
5101-41 Salaries-Off Capitalit 5101-42 Salaries-OT Planned Capt	6,754.50 2,699.76
5102-00 · Salaries-SNL FF	4,777.00
5102-23 · Paid Call Firefighters	640.00
5102-25 STRIKE TEAM PAY	0.00
5103-00 RETIREMENT EXPENSE	4,997.76
5104-00 · GROUP INSURANCE	
5104-20 · Group Insurance Reimbursement	2,346.32
5104-00 · GROUP INSURANCE - Other	2,897.82
Total 5104-00 · GROUP INSURANCE	5,244.14
5105-00 PAYROLL TAX EXPENSE	2,741.32
5106-00 · WORKERS COMP	47,669.00
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5203-00 · COMMUNICATIONS	954.71
5206-00 HOUSEHOLD EXPENSE	207.98
5207-00 INSURANCE	1.00
5209-00 MAINT-EQUIPMENT 5210-00 MAINT-STRUCTURE	47.48 92.43
5211-00 · MAINT-STRUCTURE 5211-00 · MAINT-AUTO	92. 43 351.33
5214-00 · SUPPLIES-OFFICE	1,298.00
5215-00 PROFESSIONAL SERVICE	11,189.79
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	50.64

OPHIR HILL FIRE PROTECTION DISTRICT - 721 Profit & Loss January 2024

	Jan 24
5220-10 · TRAINING EXPENSE 5223-00 · FUEL 5224-00 · UTILITIES	100.00 1,472.52 990.17
Total Expense	116,436.38
Net Ordinary Income	344,195.47
Net Income	344,195.47