

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday, December 9, 2024
4:00 PM**

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 meetings held on November 11, 2024
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 quarterly in January, April, July, and October.

IV. OLD BUSINESS

1. Discuss status of restructuring of the fire district
2. ID badges
3. Crab Feed

V. NEW BUSINESS

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

VIII. 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, November 11, 2024
4:00 p.m.

I. STANDING ORDERS

1. CALL TO ORDER - Meeting called to order at 4:03 p.m. by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL - Chairman Armacher, Vice-Chairman Peterson, and Director Sousa
Others Present: Chief Rothenberger and Board Secretary Sousa
Absent: Director Martin and Director Ramey

II. SPECIAL ORDERS

1. Approve Board Minutes from the previous meeting held on October 14, 2024.
MOTION I – Vice-Chairman Peterson motioned to approve the meeting minutes from October 14, 2024.
2nd by Chairman Armacher
VOTE: Unanimous
2. Chief's Report
Chief's Report given by Chief Rothenberger – see report for details.
3. Financial Statements and Warrant Requests
Monique Sousa reported the fund balances as outlined below:
Fund Balance for LAIF 721 \$ 633,864.04
Fund Balance for 727 LAIF \$
Fund Balance for 765 LAIF \$
West America Checking \$ 133,539.47
MOTION II – Vice-Chairman Peterson motioned to approve the financial statements.
2nd by Chairman Armacher
VOTE: Unanimous

III. OLD BUSINESS

1. Discussion of restructuring of the fire district
No updates since last meeting. There is a meeting scheduled for November 14, 2024 at the Rood Center with county representatives and the fire chiefs of Nevada County Consolidated Fire District, Penn Valley Fire Protection District / Rough and Ready Volunteer Fire Department, and Ophir Hill Fire District. The ESCI independent study is ongoing with report expected in December.
2. ID badges
Chief Rothenberger will have them printed once there is more staffing and time permits.

IV. NEW BUSINESS

1. Crab Feed
The Ophir Hill Firefighters Association had a meeting and voted to have a crab feed. The proposed date is February 15, 2025. Presale tickets have been suggested to help cover the expense of the food. Also discussed having a caterer with a commercial kitchen provide the food. OHFPD will need to provide servers. Discussed donations for the raffle. The next association meeting is December 4, 2024

Fire Chief's Report

December 2024

Incidents	OPH	PCP	NCC	
Medical	10	1	2	
Public Assist	5		3	
MVA	2	3	1	
Structure fire	1	2	3	
Vegetation fire		2	1	
Fire menace standby	2	1		
Alarm sounding	2			
Debris fire	3			
Total incidents	25	9	10	Grand total 44

No changes to the roster.

All equipment is available and in service.

**Ophir Hill Fire Protection District
Fund Balances
As of November 2024**

Account	721	727	765	Total
LAIF	391,381.00	-	-	391,381.00
WestAmerica	314,618.55	-	-	314,618.55
Total		-	-	705,999.55

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of November 30, 2024

Nov 30, 24

ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	
1900-01 · LAIF Mitigation portion	36,254.47
1900-00 · LAIF FUND 721 - Other	355,126.53
Total 1900-00 · LAIF FUND 721	391,381.00
1902-00 · WESTAMERICA CHECKING ACCOU...	314,618.55
Total Checking/Savings	705,999.55
Accounts Receivable	
1910-00 · A/R Taxes	35,627.54
1911-00 · A/R Assessments Receivable	7,689.68
1912-00 · A/R Interest Receivable	722.35
1954-10 · Due from Other Gov't	6,247.85
Total Accounts Receivable	50,287.42
Total Current Assets	756,286.97
TOTAL ASSETS	756,286.97
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	20,641.13
Total Accounts Payable	20,641.13
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	50,279.09
2510-00 · PAYROLL DEDUCTIONS PAYABLE	600.00
2700-00 · CalPERS RETIREMENT PAYABLE	-61,054.11
Total Other Current Liabilities	-10,175.02
Total Current Liabilities	10,466.11
Total Liabilities	10,466.11

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of November 30, 2024

	<u>Nov 30, 24</u>
Equity	
3000 · Opening Bal Equity	-34,179.42
3001-00 · FUND BALANCE	1,183,513.58
3001-01 · FUND-MITIGATION	27,189.34
Net Income	-430,702.64
Total Equity	745,820.86
TOTAL LIABILITIES & EQUITY	<u>756,286.97</u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

November 2024

Nov 24

Ordinary Income/Expense	
Expense	
5050-00 · Salaries-Holiday Pay	2,295.27
5060-00 · Salaries-Vacation Buyback	4,130.45
5101-20 · Salaries-CHIEF	19,075.76
5101-21 · Salaries-O/T Chief	1,484.78
5101-22 · Salaries-OT Planned Chief	3,779.44
5101-30 · Salaries-OFFICE MGR.	2,736.41
5101-40 · Salaries-CAPTAIN	28,971.92
5101-41 · Salaries-O/T Captain	21,987.25
5101-42 · Salaries-OT Planned Capt	5,533.00
5101-61 · Salaries-O/T FF	1,275.00
5102-00 · Salaries-SNL FF	15,597.50
5102-23 · Paid Call Firefighters	608.00
5102-25 · STRIKE TEAM PAY	25,441.38
5103-00 · RETIREMENT EXPENSE	10,716.40
5104-00 · GROUP INSURANCE	
5104-20 · Group Insurance Reimbursement	5,592.64
5104-00 · GROUP INSURANCE - Other	2,806.08
Total 5104-00 · GROUP INSURANCE	8,398.72
5105-00 · PAYROLL TAX EXPENSE	5,019.16
5106-00 · WORKERS COMP	19,551.75
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5203-00 · COMMUNICATIONS	356.78
5206-00 · HOUSEHOLD EXPENSE	48.30
5210-00 · MAINT-STRUCTURE	2,463.83
5215-00 · PROFESSIONAL SERVICE	1,000.00
5224-00 · UTILITIES	59.02
5300-10 · OES-ENGINE EXPENSE	-5,070.00
5300-20 · OES-PERSONNEL EXP (WORKERS CO...	-21,825.21
5300-30 · OES MISC STRIKE TEAM EXPENSE	-6,301.69
Total Expense	147,333.22
Net Ordinary Income	-147,333.22
Net Income	-147,333.22