

**OPHIR HILL FIRE PROTECTION DISTRICT  
AGENDA  
BOARD OF DIRECTORS MEETING  
Monday, November 11, 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 October 14, 2024
2. Chief's Report
3. Financial Statements & Warrant Requests - Report copies and details will be provided at 4PM

**III. OLD BUSINESS**

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

**IV. NEW BUSINESS**

1. Crab Feed
2. General Elections
3. FY 2023-2024 Audit

**V. CORRESPONDENCE**

**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 54954.3). 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](http://www.Ophirhillfire.org)

**OPHIR HILL FIRE PROTECTION DISTRICT**  
**Meeting Minutes**  
**BOARD OF DIRECTORS MEETING**  
**Monday, October 14, 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, and Director Sousa  
Others Present: Chief Rothenberger and Board Secretary Sousa

**II. SPECIAL ORDERS**

1. Approve Board Minutes from the previous meeting held on September 9, 2024.  
MOTION I – Vice-Chairman Peterson motioned to approve the meeting minutes from September 9, 2024.

2nd by Director Martin

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   \$ 252876.38

MOTION II –Chairman Armacher motioned to approve the financial statements.

2nd by Director Ramey

VOTE: Unanimous

**III. OLD BUSINESS**

1. Discussion of restructuring of the fire district  
The ESCI independent study is ongoing. Information is being gathered to assess the finances of combining fire districts. A report is anticipated to be ready in December.  
There has been an Ad Hoc meeting with 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, Nevada County Executive Officer, Chief Financial Officer, several Board of Supervisors, and others to discuss the restructuring of the fire districts. A follow up meeting is scheduled for Nov 14.  
LAFCo had a public hearing to review the MSR study conducted by AP Triton.  
Chairman Armacher and Vice-Chairman Peterson have an Ad Hoc meeting scheduled October 15, 2024.
2. ID badges  
Chief Rothenberger will have them printed once there is more staffing and time permits.



# Fire Chief's Report

November 2024

Incidents	OPH	PCP	NCC	Cal Fire	
Medical	23	1	9		
Public assist	3		2		
MVA	1	2	2		
Structure fire	1				
Vegetation fire		1	2	1	
Vehicle fire				1	
Debris fire	4		1		
Fire alarm		3			
<b>Total incidents</b>	<b>32</b>	<b>7</b>	<b>16</b>	<b>2</b>	<b>Grand total. 57</b>

Roster remains at 11.

All apparatus in service and available.

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

Account	721	727	765	Total
	Fund			
LAIF	633,864.04	-	-	633,864.04
WestAmerica	133,539.47	-	-	133,539.47
Total		-	-	767,403.51
				767,403.51

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of October 31, 2024

	<u>Oct 31, 24</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	
1900-01 · LAIF Mitigation portion	36,254.47
1900-00 · LAIF FUND 721 - Other	<u>597,609.57</u>
Total 1900-00 · LAIF FUND 721	633,864.04
1902-00 · WESTAMERICA CHECKING ACCOUNT	<u>133,539.47</u>
Total Checking/Savings	767,403.51
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	<u>6,247.85</u>
Total Accounts Receivable	<u>50,287.42</u>
Total Current Assets	<u>817,690.93</u>
<b>TOTAL ASSETS</b>	<u><u>817,690.93</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	<u>12,886.70</u>
Total Accounts Payable	12,886.70
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-61,567.80
2500-00 · PAYROLL TAXES PAYABLE	38,792.27
2700-00 · CalPERS RETIREMENT PAYABLE	<u>-67,620.00</u>
Total Other Current Liabilities	<u>-90,395.53</u>
Total Current Liabilities	<u>-77,508.83</u>
Total Liabilities	-77,508.83

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of October 31, 2024

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	<u>Oct 31, 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	<u>-281,323.74</u>
Total Equity	<u>895,199.76</u>
TOTAL LIABILITIES & EQUITY	<u><u>817,690.93</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

October 2024

	<u>Oct 24</u>
Ordinary Income/Expense	
Income	
4496-00 · PROP 172	5,605.87
4640-00 · 727 to be transferred	1,479.60
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Total Income	7,085.47
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Gross Profit	7,085.47
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	0.00
5101-20 · Salaries-CHIEF	9,537.88
5101-21 · Salaries-O/T Chief	2,024.70
5101-22 · Salaries-OT Planned Chief	1,889.72
5101-30 · Salaries-OFFICE MGR.	1,311.98
5101-40 · Salaries-CAPTAIN	14,485.96
5101-41 · Salaries-O/T Captain	6,528.00
5101-42 · Salaries-OT Planned Capt	2,870.00
5101-61 · Salaries-O/T FF	3,009.00
5102-00 · Salaries-SNL FF	10,472.00
5102-23 · Paid Call Firefighters	4,072.00
5103-00 · RETIREMENT EXPENSE	4,957.96
5104-00 · GROUP INSURANCE	
5104-20 · Group Insurance Reimbursement	2,796.32
5104-00 · GROUP INSURANCE - Other	2,896.10
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Total 5104-00 · GROUP INSURANCE	5,692.42
5105-00 · PAYROLL TAX EXPENSE	2,936.99
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5203-00 · COMMUNICATIONS	970.27
5206-00 · HOUSEHOLD EXPENSE	133.12
5209-00 · MAINT-EQUIPMENT	1,693.80
5211-00 · MAINT-AUTO	7,552.55
5212-00 · MEMBERSHIPS	2,339.68
5214-10 · SUPPLIES-OPERATING	85.65
5215-00 · PROFESSIONAL SERVICE	4,374.11
5223-00 · FUEL	480.09
5224-00 · UTILITIES	1,178.87
5300-20 · OES-PERSONNEL EXP (WORKERS COMP	-14,067.36
5300-30 · OES MISC STRIKE TEAM EXPENSE	-1,247.86
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Total Expense	73,281.53
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Net Ordinary Income	-66,196.06
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Net Income	-66,196.06
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