

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday, October 14, 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 September 9, 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

V. CORRESPONDENCE

1. Letter from Nevada County Executive Office, Subject: Master Property Tax Allocation Agreement; Request for Amendment

VI. 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, September 9, 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, Captain Nelson, and Board Secretary Sousa

II. SPECIAL ORDERS

1. Approve Board Minutes from the previous meeting held on August 14, 2024.
MOTION I – Vice-Chairman Peterson motioned to approve the meeting minutes from August 14, 2024.
2nd by Director Martin
VOTE: Unanimous
2. Chief's Report
Chief's Report given by Chief Rothenberger – see report for details.
OHFPD responded to three significant fires. There have been many strike team assignments in the previous month. The forestry department commended Deputy Incident Commander Fike and Division Supervisor Nelson for their work. Deputy Chief Tim Fike is currently in Oregon on a fire.
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 \$ 331,203.47
MOTION II – Vice-Chairman Peterson motioned to approve the financial statements.
2nd by Director Ramey
VOTE: Unanimous

III. FIRE INSPECTIONS – Report and updates – Captain Nelson reports quarterly in January, April, July, and October.

Captain Nelson reports that there are 2-3 fire inspections to be done but will be done after fire season. He will also complete the fire inspections for 3 churches. Two local day care facilities are scheduled for public education next week.

IV. OLD BUSINESS

1. Discussion of restructuring of the fire district
Penn Valley Fire, Nevada County Consolidated Fire District and Ophir Hill Fire will meet next week to complete the survey information requested by Emergency Services Consulting International (ESCI). There is a public hearing on September 26 to consider a Municipal Service Review of Nevada County Fire and Emergency Response Services.
2. ID badges
Chief Rothenberger will have them printed once there is more staffing and time permits.

Fire Chief's Report September 2024

Incidents

	OPH	PCP	NCC	GRV	PNV	NSJ	
Medical	17		3				
Public Assist	5		1				
MVA	1	1					
Veg Fire			3		1	1	
Vehicle Fire				1			
Structure Fire	1			1			
FMS	4						
Fire Alarm	1		1				
Debris Fire	1	1					
Total responses	30	2	8	2	1	1	Grand total. 44

Roster is currently at 11.

All equipment is in service and available. All OPH utilities are assigned to the Pack Trail Fire in Wyoming. Chief Fike, Captain Nelson and one on loan to Captain Menet from NCC.

Ophir Hill Fire Protection District
Fund Balances
As of September 2024

Account	Fund			Total
	721	727	765	
LAIF	633,864.04	-	-	633,864.04
WestAmerica	252,876.38	-	-	252,876.38
Total		-	-	886,740.42

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of September 30, 2024

	<u>Sep 30, 24</u>
ASSETS	
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>252,876.38</u>
Total Checking/Savings	886,740.42
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>937,027.84</u>
TOTAL ASSETS	<u><u>937,027.84</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	<u>7,642.89</u>
Total Accounts Payable	7,642.89
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	40,372.92
2700-00 · CalPERS RETIREMENT PAYABLE	<u>-67,620.00</u>
Total Other Current Liabilities	<u>-27,247.08</u>
Total Current Liabilities	<u>-19,604.19</u>
Total Liabilities	-19,604.19

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of September 30, 2024

	<u>Sep 30, 24</u>
Equity	
3000 · Opening Bal Equity	-34,179.42
3001-00 · FUND BALANCE	1,178,573.58
3001-01 · FUND-MITIGATION	27,189.34
Net Income	<u>-214,951.47</u>
Total Equity	<u>956,632.03</u>
TOTAL LIABILITIES & EQUITY	<u><u>937,027.84</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

September 2024

Sep 24

Ordinary Income/Expense

Income

4450-90 · STATE OTHER	256.07
4468-00 · OES-ENGINE INCOME	10,344.84
4468-10 · OES-PERSONNEL	13,586.62
4468-20 · OES-Strike Team Other Reimburse	2,393.14
4496-00 · PROP 172	5,508.69
4806-00 · DONATIONS	1,500.00

Total Income

33,589.36

Gross Profit

33,589.36

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	472.43
5101-22 · Salaries-OT Planned Chief	1,889.72
5101-30 · Salaries-OFFICE MGR.	1,486.91
5101-40 · Salaries-CAPTAIN	14,485.96
5101-41 · Salaries-O/T Captain	11,703.00
5101-42 · Salaries-OT Planned Capt	2,870.00
5101-61 · Salaries-O/T FF	0.00
5102-00 · Salaries-SNL FF	6,477.00
5102-23 · Paid Call Firefighters	393.00
5102-25 · STRIKE TEAM PAY	11,010.12
5103-00 · RETIREMENT EXPENSE	4,957.96
5104-00 · GROUP INSURANCE	
5104-20 · Group Insurance Reimbursement	2,796.32
5104-00 · GROUP INSURANCE - Other	2,946.35

Total 5104-00 · GROUP INSURANCE

5,742.67

5105-00 · PAYROLL TAX EXPENSE	2,594.35
5202-10 · CLOTHING-UNIFORMS PERMANENT	0.00
5202-40 · CLOTHING-WILDLAND	1,419.00
5203-00 · COMMUNICATIONS	1,129.81
5206-00 · HOUSEHOLD EXPENSE	686.46
5209-00 · MAINT-EQUIPMENT	40.83
5210-00 · MAINT-STRUCTURE	270.13
5211-00 · MAINT-AUTO	122.56
5213-00 · MEDICAL SUPPLY	124.17
5215-00 · PROFESSIONAL SERVICE	1,035.24
5223-00 · FUEL	1,190.28

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

September 2024

	<u>Sep 24</u>
5224-00 · UTILITIES	1,340.27
5300-30 · OES MISC STRIKE TEAM EXPENSE	<u>1,282.10</u>
Total Expense	<u>82,261.85</u>
Net Ordinary Income	<u>-48,672.49</u>
Net Income	<u><u>-48,672.49</u></u>