

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
EIGHT HUNDRED SIXTEENTH MEETING
Thursday, May 21, 2020
5:00 p.m.
(1050 Wilson Blvd., El Dorado Hills, CA)

ATTENTION

Residents planning to address the Board of Directors at this Board meeting: due to the concerns about the COVID-19 virus, we respectfully ask if you are feeling ill for any reason not to attend in person.

Please submit your comments in writing to inquiries@edhfire.com and they will be entered into the public record. If you are healthy and chose to attend the meeting, we ask that you maintain a six-foot buffer between you and others, as suggested by the State Department of Public Health.

Thank you for your understanding during these challenging times.

NOTE

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Board Clerk at 916-933-6623; ext. 1038, at least two (2) days prior to the meeting.

- I. Call to Order, Pledge of Allegiance

Adjourn to Closed Session

- II. Closed Session Items

- A. Closed Session Pursuant to Government Code Sections 54956.9(d)(2) and 54956.9 (d)4); potential litigation; one matter
- B. Closed Session pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation: Fire Chief
- C. Closed Session pursuant to Government Code Section 54957.6; Conference with agency negotiator regarding terms and conditions of employment: Sick Leave Policies; Agency Negotiator: Chief Maurice Johnson; Represented Group El Dorado Hills Associated Firefighters

6:00 p.m. Reconvene to Open Session and Closed Session Reports

- III. Consent Calendar (All matters on the Consent Calendar are to be approved by one motion unless a Board member requests separate action on a specific item.)
- A. Approve Minutes of the 815th Board meeting held April 16, 2020
 - B. Approve Financial Statements and Financial Forecast for April 2020

End Consent Calendar

- IV. Oral Communications
 - A. EDH Professional Firefighters
 - B. EDH Firefighters Association
 - C. Any person wishing to address the Board on any item that is not on the Agenda may do so at this time. No action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.
- V. Correspondence
- VI. Attorney Items
- VII. Committee Reports
 - A. Administrative Committee (Directors Bennett and Hartley)
 - B. Finance Committee (Directors Giraudo and White)
 - 1. Review and approve proposed amendments to Board Policy Manual Addendum 3: Reserve Fund Policy
 - 2. Update on status of 2020-21 Preliminary Budget
 - C. Joint Powers Authority (Directors Hartley and Giraudo)
 - D. Strategic Planning Ad Hoc Committee (Directors Durante and White)
 - 1. Review and discuss Strategic Plan RFP response
- VIII. Fire Chief's Report
- IX. Operations Report
 - A. Operations Report (Receive and file)
- X. Fiscal Items
- XI. New Business
 - A. Review and approve Resolution 2020-08 in Appreciation of Retired Captain/Paramedic Hank Ferlini
 - B. Review and approve receipt of a COVID-19 grant from State Compensation Insurance Fund (SCIF) in the amount of \$10,000
 - C. Review and approve Resolution 2020-09 to approve an amendment to the contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors El Dorado Hills County Water District
- XII. Old Business
 - A. Discuss/Take Action on Notice of Intent to Annex Rescue Fire Protection District
- XIII. Oral Communications
 - A. Directors
 - B. Staff
 - C. Schedule upcoming committee meetings
- XIV. Adjournment

Note: Action may be taken on any item posted on this agenda.

This Board meeting is normally recorded.

EL DORADO HILLS COUNTY WATER DISTRICT

EIGHT HUNDRED FIFTEENTH MEETING OF THE BOARD OF DIRECTORS

Thursday, April 16, 2020

5:30 p.m.

District Office, 1050 Wilson Boulevard, El Dorado Hills, CA 95762

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE

President Hartley called the meeting to order at 5:33 p.m. Directors in attendance: Bennett, Durante, Giraud, Hartley, and White. Directors Bennett and Durante attended via teleconference. Staff in attendance: Chief Johnson and Director of Finance Braddock. Counsel Cook was also in attendance.

Meeting adjourned to closed session at 5:33 p.m.

The meeting reconvened at 6:03 p.m. The Board took no action during closed session.

II. CLOSED SESSION

A. **Closed Session: pursuant to Government Code Section 54957.6; Conference with agency negotiator regarding terms and conditions of employment: Sick Leave Policies; Agency Negotiator: Chief Maurice Johnson; Represented Group El Dorado Hills Associated Firefighters**

III. CONSENT CALENDAR

- A. **Approve Minutes of the 813th Board meeting held March 19, 2020**
- B. **Minutes of the 814th Board meeting held March 31, 2020**
- C. **Approve Financial Statements for March 2020**

Director Giraud made a motion to approve the consent calendar, seconded by Director White and unanimously carried.

IV. ORAL COMMUNICATIONS

- A. **EDH Professional Firefighters** – Mark Ali, president, reported that they are gearing up for the pie-in-the-eye competition.
- B. **EDH Firefighters Association** – None
- C. **Public Comment** – None

V. CORRESPONDENCE – None

VI. ATTORNEY ITEMS – None

VII. COMMITTEE REPORTS

- A. Administrative Committee (Directors Bennett and Durante) – No report.**
- B. Finance Committee (Directors Giraud and White) – No report.**
- C. Joint Powers Authority (Directors Hartley and Giraud) – Chief Johnson reported that the JPA is struggling financially and he will bring more information as a plan is developed.**
- D. Strategic Planning Ad Hoc Committee (Directors Durante and White) – Chief Lilienthal reported that the deadline for the Strategic Planning RFP has been extended to May 1.**

VIII. FIRE CHIEF'S REPORT – Chief Johnson reported the following to the Board:

- The Staff has been handling the COVID-19 crisis with professionalism.
- Fire season is coming quick and Staff is preparing for how COVID-19 will affect OES operations on strike teams.

IX. OPERATIONS REPORT

- A. Operations Report (Receive and file) – Received and filed.**

X. FISCAL ITEMS – None

XI. NEW BUSINESS

- A. Review and approve Resolution 2020-05 of the Board of Directors to execute its statutory authority to abate weeds on properties which said weeds constitute a public nuisance – Chief Phillips presented Resolution 2020-05 for approval. Director White requested that Exhibit A have a descriptive title so that the public knows that parcel numbers are being identified below.**

Director White made a motion to approve Resolution 2020-05 of the Board of Directors to execute its statutory authority to abate weeds on properties which said weeds constitute a public nuisance, seconded by Director Giraud and unanimously carried. (Roll Call: Ayes: 5; Noes:0)

- B. Review and approve Resolution 2020-06 declaring an election be held in its jurisdiction and consolidating with other Districts requesting election services**

Director Giraud made a motion to approve Resolution 2020-06 declaring an election be held in its jurisdiction and consolidating with other Districts requesting election services, seconded by Director White and unanimously carried. (Roll Call: Ayes: 5; Noes:0)

- C. **Receive and file 2019 Annual Report** – The Directors praised Staff for another well executed report. Received and filed.
- D. **Review and approve Resolution 2020-07 amending the Unrepresented Non-Safety Administrative Support Resolution** – Director of HR Cora Hall suggested that the uniform allowance in the contract for the Unrepresented Non-safety Administrative Support employees be adjusted to a lesser amount.

Director Girauo made a motion to approve Resolution 2020-07 amending the Unrepresented Non-Safety Administrative Support Resolution, seconded by Director Hartley and unanimously carried. (Roll Call: Ayes: 5; Noes:0)

XII. OLD BUSINESS

- A. **Discuss/Take Action on Notice of Intent to Annex Rescue Fire Protection District** – Item carried forward to the May agenda.

XIII. ORAL COMMUNICATIONS

- A. **Directors** – Directors thanked the Staff for all their hard work during this COVID-19 Crisis.
- B. **Staff** – None
- C. **Schedule upcoming committee meetings** – None

XIV. ADJOURNMENT

Director Durante made a motion to adjourn the meeting, seconded by Director Hartley and unanimously carried.

The meeting adjourned at 6:34 p.m.

Approved:

Charles J. Hartley, President

Jessica Braddock, Board Secretary

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending April 30, 2020



	FINAL Full Year Budget FY19/20	Actual April 2020	Actual YTD April 30, 2020	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
Revenue						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	18,522,265	6,724,107	17,467,495	(1,054,770)		} Property Tax Revenue on target to Budget
3270 · Unsecured Tax Revenue	335,334	965	332,619	(2,715)		
3280 · Homeowners Tax Revenue	154,410		78,760	(75,650)		
3320 · Supplemental Tax Revenue	160,000	59,232	346,371	186,371		
3330 · Sacramento County Revenue	17,859	-	16,385	(1,473)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,840	10,680	33,589	(3,251)		
3335.3 · Latrobe Base Transfer	79,000		-	(79,000)		
3340 · Property Tax Administration Fee	(398,750)	-	(377,298)	21,452		
Total 3240 · Tax Revenue	18,906,958	6,794,984	17,897,922	(1,009,036)	95%	
3505 · Misc. Revenue, Vacant Lot	-	11,285	2,054	2,054	-100%	
3506 · Misc. Revenue, Fire Prev. Fees	120,000	2,377	147,890	27,890	123%	Higher collections partially offset by higher interest charges
3510 · Misc. Operating Revenue						
3512 · JPA Revenue	1,150,000	95,833	958,333	(191,667)	83%	
3513 · Rental Income (Cell site)	28,980	2,415	38,850	9,870	134%	Additional Cell Site Rent Collected for Verizon 85 Tower
3515 · OES/Mutual Aid Reimbursement	216,000	-	213,793	(2,207)	99%	Timing of Fire Season
3520 · Interest Earned	380,000	80,230	261,208	(118,792)	69%	Timing of Collection; Interest Rate Decline
3510 · Misc. Operating Revenue - Other	20,000	12,599	50,278	30,278	251%	Workers' Comp Reimbursements
Total 3510 · Misc. Operating Revenue	1,794,980	191,078	1,522,462	(272,518)	85%	
Total Operating Revenue	\$ 20,821,938	\$ 6,999,723	\$ 19,570,328	\$ (1,251,610)	94%	
3550 · Development Fee						
3560 · Development Fee Revenue	1,000,000	98,666	1,118,163	118,163	112%	} December revenue higher than average
3561 · Development Fee Interest	-	14,215	153,969	153,969	100%	
Total 3550 · Development Fee	1,000,000	112,881	1,272,132	272,132	127%	
3568 · Proceeds from Insurance	-	-	-	-	0%	
3570 · Proceeds from Sale of Assets	-	-	-	-	0%	
Total Revenue	\$ 21,821,938	\$ 7,112,604	\$ 20,842,460	\$ (979,478)	96%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending April 30, 2020



	FINAL Full Year Budget FY19/20	Actual April 2020	Actual YTD April 30, 2020	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
Expenditures						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	6,675,922	515,437	5,672,945	1,002,977	85%	
6011 · Education/Longevity Pay	598,048	38,273	445,193	152,855	74%	Savings due to elimination of Management Incentive
6016 · Salaries & Wages, Admin/Prev	916,847	66,663	695,584	221,263	76%	Savings due to Fire Marshal vacancy
6017 · Volunteer Pay	21,060	325	2,795	18,265	13%	Intern stipends less than anticipated in budget
6018 · Director Pay	14,000	1,200	11,800	2,200	84%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,445,613	102,648	1,261,119	184,493	87%	
6019.2 · Overtime, Outside Aid	180,000	-	169,910	10,090	94%	
6019.3 · Overtime, JPA	200,000	2,150	96,289	103,711	48%	
Total 6019 · Overtime	1,825,613	104,797	1,527,318	298,295	84%	Slightly higher than budget due to Workers' Comp Injuries
6020 · P.E.R.S. Retirement	2,843,912	138,543	2,547,735	296,176	90%	Annual required lump sum payments made in Jul-19 Favorable renewal rate for 2020 - reimbursement of deposits no longer required
6030 · Workers Compensation	611,933	12,968	433,825	178,109	71%	
6031 · Life Insurance	6,895	1,011	5,069	1,826	74%	
6032 · P.E.R.S. Health Benefits	1,843,059	147,638	1,566,657	276,402	85%	
6033 · Disability Insurance	21,948	3,452	18,521	3,427	84%	
6034 · Health Cost of Retirees	1,041,804	62,126	955,117	86,686	92%	Annual lump sum payment made in Oct
6040 · Dental/Vision Expense	226,620	6,009	112,788	113,832	50%	Timing of reimbursements
6050 · Unemployment Insurance	15,120	-	9,741	5,379	64%	
6070 · Medicare	146,004	10,647	123,087	22,917	84%	
Total 6000 · Salaries & Wages	16,808,784	1,109,089	14,128,176	2,680,608	84%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	56,800		49,554	7,246	87%	
6102 · Other Clothing & Personal Supplies	285,920	131,434	172,553	113,367	60%	Timing of active shooter gear payment; turnouts favorable to budget by \$20k
Total 6100 · Clothing & Personal Supplies	342,720	131,434	222,107	120,613	65%	
6110 · Network/Communications						
6111 · Telecommunications	43,780	3,440	28,840	14,940	66%	Verizon charges less than budget due to restructure of phones/iPads
6112 · Dispatch Services	60,000	-	34,641	25,359	58%	Timing of billing

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending April 30, 2020



	FINAL Full Year Budget FY19/20	Actual April 2020	Actual YTD April 30, 2020	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
6113 · Network/Connectivity	59,367	3,111	30,860	28,507	52%	Timing of station internet upgrade
Total 6110 · Communications	163,147	6,551	94,341	68,806	58%	
6120 · Housekeeping	39,011	5,041	35,406	3,605	91%	
6130 · Insurance						
6131 · General Insurance	60,000	-	59,241	759	99%	Annual Insurance renewal in October 2019
Total 6130 · Insurance	60,000	-	59,241	759	99%	
6140 · Maintenance of Equipment						
6141 · Tires	28,000	3,941	17,267	10,733	62%	
6142 · Parts & Supplies	35,000	11,756	28,665	6,335	82%	
6143 · Outside Work	150,000	8,273	131,910	18,090	88%	
6144 · Equipment Maintenance	48,600	3,638	16,819	31,782	35%	
6145 · Radio Maintenance	27,780	3,426	30,061	(2,281)	108%	
Total 6140 · Maintenance of Equipment	289,380	31,034	224,722	64,658	78%	
6150 · Maintenance, Structures & Ground	268,594	56,639	182,354	86,240	68%	Timing of maintenance
6160 · Medical Supplies						
6161 · Medical Supplies	5,500	7,272	8,164	(2,664)	148%	
Total 6160 · Medical Supplies	5,500	7,272	8,164	(2,664)	148%	
6170 · Dues and Subscriptions	16,655	469	10,152	6,503	61%	Timing of billnig
6180 · Miscellaneous						
6181 · Miscellaneous	12,000	15	13,024	(1,024)	109%	
6182 · Honor Guard	5,375	496	1,323	4,052	25%	Delayed Honor Guard camp tuition collected
6183 · Explorer Program	3,500	-	1,131	2,369	32%	
6184 · Pipes and Drums	4,500	-	3,747	753	83%	
Total 6180 · Miscellaneous	25,375	510	19,224	6,151	76%	
6190 · Office Supplies	23,472	1,379	23,393	79	100%	
6200 · Professional Services						
6201 · Audit	15,900	-	14,300	1,600	90%	Audit completed in Nov-19
6202 · Legal/Human Resources	261,770	(13,749)	146,571	115,199	56%	Credit received from VFIS for \$26k for costs incurred relating to claim

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending April 30, 2020



	FINAL Full Year Budget FY19/20	Actual April 2020	Actual YTD April 30, 2020	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
6203 · Notices	2,500	-	384	2,116	15%	
6204 · Other Professional Services	217,575	49,336	117,958	99,617	54%	Radio Engineering Study timing of payment
6205 · Elections/Tax Administration	-	-	-	-	0%	
6206 · Public Relations	3,253	-	4,498	(1,245)	138%	
Total 6200 · Professional Services	500,998	35,587	283,711	217,287	57%	
6210 · Information Technology						
6211 · Software Licenses/Subscriptions	116,912	5,774	100,773	16,139	86%	
6212 · IT Support/Implementation	113,000	16,747	97,629	15,371	86%	
6213 · IT Equipment	79,550	6,616	45,799	33,751	58%	Firewall upgrade capitalized (\$20k); Timing of Server OS Upgrade
Total 6210 · Information Technology	309,462	29,137	244,201	65,260	79%	
6220 · Rents and Leases						
6221 · Facilities/Equipment Lease	35,333	-	-	35,333	0%	Timing of Employee Development Center Lease
6222 · Solar Lease	68,124	5,680	56,609	11,515	83%	
Total 6220 · Rents and Leases	103,457	5,680	56,609	46,848	55%	
6230 · Small Tools and Supplies	108,686	38,996	85,307	23,379	78%	
6240 · Special Expenses						
6241 · Training	145,107	1,421	64,341	80,766	44%	Timing; delays due to development of training document and COVID-19
6242 · Fire Prevention	80,550	17,155	88,931	(8,381)	110%	Higher Interwest usage than budget; Timing of Prevention Month & Santa Run
6243 · Licenses	-	-	400	(400)	100%	
Total 6240 · Special Expenses	225,657	18,575	153,672	71,985	68%	
6250 · Transportation and Travel						
6251 · Fuel and Oil	68,171	5,442	61,992	6,178	91%	Switch to undyed diesel
6252 · Travel	18,000	(2,023)	23,277	(5,277)	129%	Several trainings with high travel costs were not budgeted
6253 · Meals & Refreshments	18,555	421	13,958	4,597	75%	
Total 6250 · Transportation and Travel	104,726	3,841	99,227	5,499	95%	
6260 · Utilities						
6261 · Electricity	16,872	610	4,270	12,602	25%	Timing of annual true-ups

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending April 30, 2020



	FINAL Full Year Budget FY19/20	Actual April 2020	Actual YTD April 30, 2020	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
6262 · Natural Gas/Propane	20,000	1,040	14,187	5,813	71%	
6263 · Water/Sewer	20,000	2,079	14,019	5,981	70%	
Total 6260 · Utilities	56,872	3,729	32,476	24,396	57%	
Total Operating Expenditures	\$ 19,452,497	\$ 1,484,963	\$ 15,962,484	\$ 3,490,013	82%	
Operating Revenue - Operating Expenditures	\$ 1,369,441	\$ 5,514,760	\$ 3,607,844	\$ (2,238,403)		
6560 · Pension UAL Lump Sum Payment	1,500,000	-	1,000,000	500,000	67%	Lump sum payment made to PARS in Jul-19; Remainder to be made after fiscal year end
6570 · OPEB UAL Lump Sum Payment	-	-	-	-	0%	
6720 · Fixed Assets	1,050,023	5,550	331,173	718,850	32%	Timing of training center expenditures, CAD to CAD system upgrade
Total Expenditures	\$ 22,002,520	\$ 1,490,513	\$ 17,293,657	\$ 4,708,863	79%	
Total Revenue - Total Expense	\$ (180,582)	\$ 5,622,091	\$ 3,548,803	\$ 3,729,385		
Less: Development Fee Revenue	(1,000,000)		(1,272,132)			
Add: Development Fee Qualified Expenditures	526,500		129,142			
Total Revenue - Total Expense Net of Dev Fees	\$ (654,082)		\$ 2,405,813			

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
 From 04/01/2020 through 04/30/2020
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/01/2020	EFT	VSP Vision Care	6043 · Vision Insurance	Apr-20	329.24	X		351,530.86
04/01/2020	EFT	De Lage Landen Fin...	6190 · Office Supplies	Account # 988...	230.59	X		351,300.27
04/01/2020	EFT	Technology Credit C...	-split-	Apr-20	5,680.00	X		345,620.27
04/01/2020	EFT	P. G. & E.	-split-	MAR-20	519.67	X		345,100.60
04/01/2020	23102	A-CHECK	6202 · Legal/Human R...	Inv # 59-06146...	63.50	X		345,037.10
04/01/2020	23103	Advanced IPM	-split-		322.00	X		344,715.10
04/01/2020	23104	Aflac	6204 · Other Professio...	Inv #025407	432.10	X		344,283.00
04/01/2020	23105	AIA Corporation	-split-	SAA2600285 / ...	2,284.29			341,998.71
04/01/2020	23106	Aramark	6120 · Housekeeping	Acct. # 792270...	41.20	X		341,957.51
04/01/2020	23107	AT&T	-split-	Mar-20	284.67	X		341,672.84
04/01/2020	23108	Big O Tires	6143 · Outside Work		536.37	X		341,136.47
04/01/2020	23109	CA Assoc. of Profess...	6033 · Disability Insur...	APRIL 2020	1,740.50	X		339,395.97
04/01/2020	23110	CCS Construction	6150 · Maintenance,Str...	Job # 370227	8,200.00	X		331,195.97
04/01/2020	23111	CTA Engineering & ...	6204 · Other Professio...	Account # 20-0...	2,035.00	X		329,160.97
04/01/2020	23112	Cummins Pacific Sac...	-split-	Invoice # Y5-2...	1,415.92	X		327,745.05
04/01/2020	23113	Deal Heating & Air, ...	6150 · Maintenance,Str...		5,109.00	X		322,636.05
04/01/2020	23114	Decon7 Systems, LLC	6233 · Station Tools/S...	VOID: Order: ...		X		322,636.05
04/01/2020	23115	Delta Wireless Inc	-split-		750.00	X		321,886.05
04/01/2020	23116	Diamondback Fire &...	6233 · Station Tools/S...	Invoice # 24845	2,680.15			319,205.90
04/01/2020	23117	Domco Plumbing, Inc.	6150 · Maintenance,Str...	Invoice # 120053	148.00	X		319,057.90
04/01/2020	23118	Doug Veerkamp Gen...	6143 · Outside Work	Invoice # 328204	500.00	X		318,557.90
04/01/2020	23119	David Taussig and A...	6204 · Other Professio...	Invoice # 2002...	5,729.99	X		312,827.91
04/01/2020	23120	East Bay Tire Co.	6141 · Tires	Invoice # 1617...	687.76	X		312,140.15
04/01/2020	23121	Federal Engineering, ...	6204 · Other Professio...	Invoice 2020-1...	21,000.00	X		291,140.15
04/01/2020	23122	FireCom	-split-		7,666.54	X		283,473.61
04/01/2020	23123	Folsom Lawn & Pow...	6233 · Station Tools/S...	Invoice # 240533	110.51	X		283,363.10
04/01/2020	23124	Folsom Shirts and Hats	-split-	Invoice # 798 (...	495.65	X		282,867.45
04/01/2020	23125	Folsom Lake Ford	6143 · Outside Work	Invoice No. FO...	1,712.48	X		281,154.97
04/01/2020	23126	Golden State Emerge...	-split-		415.34	X		280,739.63
04/01/2020	23127	InterState Oil Compa...	-split-		637.83	X		280,101.80
04/01/2020	23128	Interwest Consulting ...	6242 · Fire Prevention	Invoice # 58219	7,166.25	X		272,935.55
04/01/2020	23129	Joshua Couch	6040 · Dental/Vision R...		550.00	X		272,385.55
04/01/2020	23130	Kronos	6211 · Software Licens...		49.10	X		272,336.45
04/01/2020	23131	Liebert Cassidy Whit...	6202 · Legal/Human R...	Invoice # 1494...	1,681.00	X		270,655.45
04/01/2020	23132	Lehr Auto Electric, Inc	-split-		4,259.55	X		266,395.90
04/01/2020	23133	Managed Health Net...	6204 · Other Professio...	Invoice # PRM...	654.59	X		265,741.31
04/01/2020	23134	Motorola Solutions Inc	-split-	Customer Acct....	1,962.14	X		263,779.17
04/01/2020	23135	North State Tire Co., ...	6141 · Tires	Invoice # K103...	1,842.99	X		261,936.18
04/01/2020	23136	Public Safety Innovat...	6720 · Fixed Assets		825.00			261,111.18
04/01/2020	23137	Riebes Auto Parts	6142 · Parts & Supplies	Invoice # 359033	1,072.89	X		260,038.29

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
 From 04/01/2020 through 04/30/2020
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/01/2020	23138	Sac Valley Trailer Sa...	6720 · Fixed Assets	VOID: Estimat...		X		260,038.29
04/01/2020	23139	Standard Insurance Co.	6031 · Life Insurance	Policy # 00 359...	509.20	X		259,529.09
04/01/2020	23140	Triangle Well Drilling	6150 · Maintenance,Str...	Invoice # 13603	284.06	X		259,245.03
04/01/2020	23141	Vickers Consulting S...	6204 · Other Professio...	Invoice # 025772	900.00	X		258,345.03
04/01/2020	23142	Bobbi Bennett	-split-	Mar-20	200.00	X		258,145.03
04/01/2020	23143	Greg F. Durante (Di...	-split-	Mar-20	200.00			257,945.03
04/01/2020	23144	Charles J. Hartley	-split-	Mar-20	200.00	X		257,745.03
04/01/2020	23145	John Giraud	-split-	Mar-20	300.00	X		257,445.03
04/01/2020	23146	Timothy J. White	-split-	Mar-20	300.00			257,145.03
04/01/2020	23147	Chase Bank	2029 · Other Payable	March 2020	450.00	X		256,695.03
04/01/2020	23148	Wells Fargo Bank	2029 · Other Payable	March 2020	5,261.10	X		251,433.93
04/02/2020	EFT	Sterling Administrati...	-split-		466.34	X		250,967.59
04/06/2020	EFT	P. G. & E.	-split-	MAR-20	23.76	X		250,943.83
04/07/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1597...		X	280,000.00	530,943.83
04/07/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1597...		X	150,000.00	680,943.83
04/07/2020		Deposit	-split-	Deposit		X	129,480.40	810,424.23
04/07/2020	EFT	Sterling Administrati...	-split-		164.00	X		810,260.23
04/07/2020	23149	7th Dimension LLC	6212 · IT Support/Impl...	Inv # 182527	7,544.25	X		802,715.98
04/09/2020	EFT	Sterling Administrati...	-split-		57.69	X		802,658.29
04/09/2020	EFT	Sterling Administrati...	-split-		135.00	X		802,523.29
04/09/2020	PR20-4-1		-split-	Total Payroll T...	66,318.72	X		736,204.57
04/09/2020	PR20-4-1		1000 · Bank of Americ...	Direct Deposit	248,216.35	X		487,988.22
04/09/2020	PR20-4-1		1000 · Bank of Americ...	Payroll Checks		X		487,988.22
04/10/2020	EFT	ADP HCM	6204 · Other Professio...	Workforce No...	252.05	X		487,736.17
04/10/2020	EFT	Nationwide Retireme...	-split-	PR20-4-1	21,841.44	X		465,894.73
04/10/2020	EFT	ADP	6204 · Other Professio...	Mar 2020	647.72	X		465,247.01
04/11/2020	EFT	Sterling Administrati...	-split-		331.25	X		464,915.76
04/13/2020	EFT	P.E.R.S. ING	-split-	PR20-4-1	4,837.67	X		460,078.09
04/13/2020	EFT	P.E.R.S. Retirement (...)	6020 · PERS Retireme...	2019 Replacem...	1,848.69	X		458,229.40
04/13/2020	EFT	P.E.R.S. Retirement	-split-	PR20-4-1	99,966.98	X		358,262.42
04/13/2020	EFT	Sterling Administrati...	6204 · Other Professio...		396.00	X		357,866.42
04/13/2020	EFT	P. G. & E.	-split-	MAR-20	345.71	X		357,520.71
04/13/2020	EFT	P. G. & E.	-split-	MAR-20	246.31	X		357,274.40
04/13/2020	23150	7th Dimension LLC	-split-		13,019.56	X		344,254.84
04/13/2020	23151	Aramark	-split-	Acct. # 792270...	72.40	X		344,182.44
04/13/2020	23152	ARI Investigations Inc.	6202 · Legal/Human R...	Invoice # 20-119	500.00	X		343,682.44
04/13/2020	23153	Capital Building Mai...	6120 · Housekeeping	Invoice # 11877	780.90	X		342,901.54
04/13/2020	23154	InterState Oil Compa...	-split-		2,110.41	X		340,791.13
04/13/2020	23155	L.N. Curtis & Sons	-split-		134,606.26	X		206,184.87
04/13/2020	23156	Larry R. Fry	6034 · Health Cost of ...		202.40	X		205,982.47

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/13/2020	23157	Lehr Auto Electric, Inc	6142 · Parts & Supplies	VOID: Invoice ...		X		205,982.47
04/13/2020	23158	Life Assist	6161 · Medical Supplies	Invoice # 992126	127.63	X		205,854.84
04/13/2020	23159	Miles Treaster & Ass...	6150 · Maintenance,Str...	Invoice # 40420	21,703.97	X		184,150.87
04/13/2020	23160	Rotary	-split-	Apr 2020 Dues	280.00	X		183,870.87
04/13/2020	23161	Sierra Smoke Check	6143 · Outside Work	Invoice # 200309	515.00	X		183,355.87
04/13/2020	23162	SignChef Inc.	-split-	Invoice # 2726...	313.78	X		183,042.09
04/13/2020	23163	Warren Consulting E...	6720 · Fixed Assets	Invoice # 40805	1,625.00	X		181,417.09
04/13/2020	23164	Zoll Medical Corpor...	6161 · Medical Supplies	Invoice # 3019...	1,279.27	X		180,137.82
04/14/2020	2289EFT4	Sterling Administrati...	-split-		300.00	X		179,837.82
04/15/2020			6204 · Other Professio...	Service Charge	241.01	X		179,596.81
04/15/2020	EFT	Verizon Wireless	-split-	Mar-20	1,292.34	X		178,304.47
04/15/2020	EFT	Verizon Wireless	-split-	Mar-20	304.46	X		178,000.01
04/15/2020	EFT	Verizon Wireless	-split-	Mar-20	903.02	X		177,096.99
04/15/2020	EFT	Verizon Wireless	-split-	Mar-20	70.24	X		177,026.75
04/15/2020	EFT	Employment Develo...	-split-	Account ID# 7...	2,456.57	X		174,570.18
04/15/2020	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Ref # 1553041...	41,481.91	X		133,088.27
04/15/2020	EFT	Sterling Administrati...	-split-		20.00	X		133,068.27
04/16/2020	EFT	Sterling Administrati...	-split-		318.00	X		132,750.27
04/18/2020	EFT	El Dorado Disposal S...	-split-	4/01/20-4/30/20	985.36	X		131,764.91
04/20/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1600...		X	750,000.00	881,764.91
04/21/2020	EFT	Sterling Administrati...	-split-		630.40	X		881,134.51
04/21/2020	EFT	Sterling Administrati...	-split-		199.14	X		880,935.37
04/21/2020	23165	Advanced IPM	6150 · Maintenance,Str...		80.00	X		880,855.37
04/21/2020	23166	Caltronics Business ...	6190 · Office Supplies	Invoice # 3009...	260.12			880,595.25
04/21/2020	23167	Budget Blinds	6150 · Maintenance,Str...	Invoice # 57123	4,700.00	X		875,895.25
04/21/2020	23168	Cascade Fire Equipm...	6231 · Hose	Invoice # 106140	12,612.60			863,282.65
04/21/2020	23169	Chima's Towing	6143 · Outside Work	Invoice # 13513	693.75	X		862,588.90
04/21/2020	23170	Doug Veerkamp Gen...	-split-		1,125.00	X		861,463.90
04/21/2020	23171	InterState Oil Compa...	-split-		999.84	X		860,464.06
04/21/2020	23172	Interwest Consulting ...	6242 · Fire Prevention	Invoice # 58711	7,704.20	X		852,759.86
04/21/2020	23173	L.N. Curtis & Sons	-split-		15,837.88	X		836,921.98
04/21/2020	23174	Motorola Solutions Inc	-split-	Customer Acct....	327.67	X		836,594.31
04/21/2020	23175	Decon7 Systems, LLC	6120 · Housekeeping	Invoice # 2020...	3,002.86	X		833,591.45
04/21/2020	23176	Colantuono, Highsmi...	6202 · Legal/Human R...	Invoice# 41915	934.00	X		832,657.45
04/22/2020		Deposit	-split-	Deposit		X	51,476.58	884,134.03
04/22/2020	EFT	Sterling Administrati...	-split-		1,307.00	X		882,827.03
04/23/2020	EFT	Verizon Wireless	-split-	Mar-20	532.14	X		882,294.89
04/23/2020	EFT	Verizon Wireless	-split-	Mar-20	40.01	X		882,254.88
04/23/2020	EFT	Nationwide Retireme...	-split-	PR20-4-2	21,841.44	X		860,413.44
04/23/2020	EFT	Sterling Administrati...	-split-		57.69	X		860,355.75

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04/23/2020	EFT	Sterling Administrati...	-split-		145.56	X		860,210.19
04/23/2020	EFT	P. G. & E.	-split-	MAR-20	515.27	X		859,694.92
04/23/2020	PR20-4-2		-split-	Total Payroll T...	61,484.51	X		798,210.41
04/23/2020	PR20-4-2		1000 · Bank of Americ...	Direct Deposit	235,871.41	X		562,339.00
04/23/2020	PR20-4-2		1000 · Bank of Americ...	Payroll Checks		X		562,339.00
04/25/2020	EFT	Allied Administrator...	6042 · Dental Insurance	May 2020	2,331.92	X		560,007.08
04/27/2020	EFT	State Compensation ...	6030 · Workers Compe...	Policy # 11048...	47,730.50	X		512,276.58
04/27/2020	EFT	P.E.R.S. ING	-split-	PR20-4-2	4,837.67	X		507,438.91
04/27/2020	EFT	P.E.R.S. Retirement	-split-	PR20-4-2	100,020.48	X		407,418.43
04/27/2020	T6EFT	P.E.R.S. Health	-split-	May 2020	207,777.49	X		199,640.94
04/28/2020	EFT	Sterling Administrati...	-split-		120.30	X		199,520.64
04/28/2020	23177	Aflac	6204 · Other Professio...	Inv # 445505	432.10			199,088.54
04/28/2020	23178	Aramark	6120 · Housekeeping	Acct. # 792270...	41.20			199,047.34
04/28/2020	23179	AT&T	-split-	Apr-20	83.25			198,964.09
04/28/2020	23180	Benuto Tree Service	3505 · Misc. Revenue, ...	Weed Abatement	2,050.00			196,914.09
04/28/2020	23181	CA Assoc. of Profess...	6033 · Disability Insur...	MAY 2020	1,711.00			195,203.09
04/28/2020	23182	CTA Engineering & ...	6204 · Other Professio...	Account # 20-0...	1,560.00			193,643.09
04/28/2020	23183	David Taussig and A...	6204 · Other Professio...	Invoice # 2003...	1,100.60			192,542.49
04/28/2020	23184	Domco Plumbing, Inc.	6150 · Maintenance,Str...	Invoice # 120766	275.00			192,267.49
04/28/2020	23185	FailSafe Testing LLC	6144 · Equipment Mai...	Invoice # 10876	2,332.70			189,934.79
04/28/2020	23186	Federal Engineering, ...	6204 · Other Professio...	Invoice 2020-2...	13,300.00			176,634.79
04/28/2020	23187	Fit Guard	6150 · Maintenance,Str...		1,013.48			175,621.31
04/28/2020	23188	Folsom Lake Ford	6143 · Outside Work	Invoice No. FO...	66.19			175,555.12
04/28/2020	23189	Hefner, Stark & Mar...	6202 · Legal/Human R...	Statement # 389	6,062.50			169,492.62
04/28/2020	23190	InterState Oil Compa...	-split-		474.73			169,017.89
04/28/2020	23191	Jorgensen Company	-split-		795.06			168,222.83
04/28/2020	23192	Ken Marzion	6202 · Legal/Human R...	Invoice # 101	2,450.00			165,772.83
04/28/2020	23193	Liebert Cassidy Whit...	6202 · Legal/Human R...	Invoice # 1495...	571.00			165,201.83
04/28/2020	23194	Life Assist	-split-		5,565.74			159,636.09
04/28/2020	23195	Managed Health Net...	6204 · Other Professio...	Invoice # PRM...	654.59			158,981.50
04/28/2020	23196	North State Tire Co., ...	6141 · Tires	Invoice # K103...	1,410.62			157,570.88
04/28/2020	23197	PowerGen Inc.	-split-	Invoice # 20-1...	8,390.03			149,180.85
04/28/2020	23198	Signal Service	6150 · Maintenance,Str...	Invoice # 312518	126.00			149,054.85
04/28/2020	23199	Skylar Roper	-split-	Intern Stipend	325.00			148,729.85
04/28/2020	23200	Standard Insurance Co.	6031 · Life Insurance	Policy # 00 359...	501.60			148,228.25
04/28/2020	23201	Stryker Sales Corpor...	6161 · Medical Supplies		225.51			148,002.74
04/28/2020	23202	Triangle Well Drilling	6150 · Maintenance,Str...	Invoice # 13698	3,155.30			144,847.44
04/28/2020	23203	Valley Power System...	-split-	Invoice # J65963	4,140.71			140,706.73
04/29/2020	EFT	State Board of Equali...	-split-	Q1 2020	1,729.00	X		138,977.73
04/30/2020		Transfer from County	-split-	Deposit		X	8,417,030.00	8,556,007.73

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04/30/2020	EFT	Sterling Administrati...	-split-		220.00			8,555,787.73

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Fiscal Year Ending June 30, 2020



	FINAL Full Year Budget FY19/20	Actual YTD April 30, 2020	Full Year Forecast FY19/20	Variance FY Forecast to FY Budget	YTD Actual % of Full Year Budget	Notes/Comments
Revenue						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	18,522,265	17,467,495	18,522,265	-		} Property Tax Revenue on target for fiscal year
3270 · Unsecured Tax Revenue	335,334	332,619	335,334	-		
3280 · Homeowners Tax Revenue	154,410	78,760	154,410	-		
3320 · Supplemental Tax Revenue	160,000	346,371	366,371	206,371		Supplemental Tax Revenue trending higher than budget
3330 · Sacramento County Revenue	17,859	16,385	17,859	-		
3335 · Latrobe Revenue						
3335.2 · Latrobe Special Tax	36,840	33,589	36,840	-		Assumes collection of Latrobe base transfer in 2019/20
3335.3 · Latrobe Base Transfer	79,000	-	79,000	-		
3340 · Property Tax Administration Fee	(398,750)	(377,298)	(377,298)	21,452		Fee came in slightly favorable to budget
Total 3240 · Tax Revenue	18,906,958	17,897,922	19,134,781	227,823	101%	
3505 · Misc. Revenue, Vacant Lot	-	2,054	2,054	2,054	100%	
3506 · Misc. Revenue, Fire Prev. Fees	120,000	147,890	187,890	67,890	157%	Prevention fees trending higher than budget - partially offset by higher interest charges
3510 · Misc. Operating Revenue						
3512 · JPA Revenue	1,150,000	958,333	1,150,000	-	100%	
3513 · Rental Income (Cell site)	28,980	38,850	47,880	18,900	165%	Addition of Verizon cell tower at Sta 85
3515 · OES/Mutual Aid Reimbursement	216,000	213,793	213,793	(2,207)	99%	
3520 · Interest Earned	380,000	261,208	351,208	(28,792)	92%	Lower interest rates than budgeted
3510 · Misc. Operating Revenue - Other	20,000	50,278	50,278	30,278	251%	Higher workers' comp reimbursements than budgeted
Total 3510 · Misc. Operating Revenue	1,794,980	1,522,462	1,813,159	18,179	101%	
Total Operating Revenue	\$ 20,821,938	\$ 19,570,328	\$ 21,137,884	\$ 315,946	102%	
3550 · Development Fee						
3560 · Development Fee Revenue	1,000,000	1,118,163	1,238,163	238,163	124%	Development fee revenue collections trending higher than budget
3561 · Development Fee Interest	-	153,969	173,969	173,969	100%	
Total 3550 · Development Fee	1,000,000	1,272,132	1,412,132	412,132	141%	
3568 · Proceeds from Insurance	-	-	-	-	0%	
3570 · Proceeds from Sale of Assets	-	-	-	-	0%	
Total Revenue	\$ 21,821,938	\$ 20,842,460	\$ 22,550,016	\$ 728,078	103%	

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
 For the Fiscal Year Ending June 30, 2020



	FINAL Full Year Budget FY19/20	Actual YTD April 30, 2020	Full Year Forecast FY19/20	Variance FY Forecast to FY Budget	YTD Actual % of Full Year Budget	Notes/Comments
Expenditures						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	6,675,922	5,672,945	6,704,390	(28,467)	100%	
6011 · Education/Longevity Pay	598,048	445,193	526,137	71,911	88%	Savings due to elimination of Management Incentive
6016 · Salaries & Wages, Admin/Prev	916,847	695,584	822,054	94,793	90%	Savings due to Fire Marshal vacancy
6017 · Volunteer Pay	21,060	2,795	3,354	17,706	16%	Intern stipends less than anticipated in budget
6018 · Director Pay	14,000	11,800	14,160	(160)	101%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,445,613	1,261,119	1,490,414	(44,801)	103%	
6019.2 · Overtime, Outside Aid	180,000	169,910	169,910	10,090	94%	
6019.3 · Overtime, JPA	200,000	96,289	113,796	86,204	57%	
Total 6019 · Overtime	1,825,613	1,527,318	1,774,120	51,493	97%	OT trending slightly lower than budget
6020 · P.E.R.S. Retirement	2,843,912	2,547,735	2,747,735	96,176	97%	
6030 · Workers Compensation	611,933	433,825	529,286	82,648	86%	Favorable renewal rate for 2020 vs. budget plus return of deposits no longer required
6031 · Life Insurance	6,895	5,069	5,609	1,286	81%	
6032 · P.E.R.S. Health Benefits	1,843,059	1,566,657	1,716,080	126,979	93%	Fewer floaters than budgeted plus Fire Marshal vacancy; Health Opt Out option added; Blue Shield Trio switch
6033 · Disability Insurance	21,948	18,521	20,261	1,687	92%	
6034 · Health Cost of Retirees	1,041,804	955,117	1,017,446	24,358	98%	
6040 · Dental/Vision Expense	226,620	112,788	125,788	100,832	56%	Employees utilized HRA account less than budgeted
6050 · Unemployment Insurance	15,120	9,741	9,741	5,379	64%	
6070 · Medicare	146,004	123,087	145,466	538	100%	
Total 6000 · Salaries & Wages	16,808,784	14,128,176	16,161,627	647,157	96%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	56,800	49,554	49,554	7,246	87%	Position vacancies
6102 · Other Clothing & Personal Supplies	285,920	172,553	232,553	53,367	81%	Turnouts less expensive than budgeted; timing of other purchases
Total 6100 · Clothing & Personal Supplies	342,720	222,107	282,107	60,613	82%	

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Fiscal Year Ending June 30, 2020



	FINAL Full Year Budget FY19/20	Actual YTD April 30, 2020	Full Year Forecast FY19/20	Variance FY Forecast to FY Budget	YTD Actual % of Full Year Budget	Notes/Comments
6110 · Network/Communications						
6111 · Telecommunications	43,780	28,840	33,394	10,386	76%	Reduction in cell phone/iPad data plans
6112 · Dispatch Services	60,000	34,641	64,641	(4,641)	108%	
6113 · Network/Connectivity	59,367	30,860	41,146	18,221	69%	Cable savings due to plan changes; delay of system upgrade and MDC implementation
Total 6110 · Communications	163,147	94,341	139,181	23,966	85%	
6120 · Housekeeping	39,011	35,406	42,487	(3,476)	109%	
6130 · Insurance						
6131 · General Insurance	60,000	59,241	59,241	759	99%	
Total 6130 · Insurance	60,000	59,241	59,241	759	99%	
6140 · Maintenance of Equipment						
6141 · Tires	28,000	17,267	27,267	733	97%	
6142 · Parts & Supplies	35,000	28,665	34,665	335	99%	
6143 · Outside Work	150,000	131,910	181,910	(31,910)	121%	Replacement of engine in E-84
6144 · Equipment Maintenance	48,600	16,819	36,819	11,782	76%	
6145 · Radio Maintenance	27,780	30,061	31,061	(3,281)	112%	
Total 6140 · Maintenance of Equipment	289,380	224,722	311,722	(22,342)	108%	
6150 · Maintenance, Structures & Ground	268,594	182,354	232,354	36,240	87%	Savings on budgeted Sta 91 repairs as well as other budgeted items
6160 · Medical Supplies						
6161 · Medical Supplies	5,500	8,164	18,164	(12,664)	330%	Change in methodology of what is paid for by JPA and District
Total 6160 · Medical Supplies	5,500	8,164	18,164	(12,664)	330%	
6170 · Dues and Subscriptions	16,655	10,152	16,152	503	97%	
6180 · Miscellaneous						
6181 · Miscellaneous	12,000	13,024	14,024	(2,024)	117%	Feb dinner reclassification from Prevention
6182 · Honor Guard	5,375	1,323	4,323	1,052	80%	
6183 · Explorer Program	3,500	1,131	2,131	1,369	61%	
6184 · Pipes and Drums	4,500	3,747	4,247	253	94%	
Total 6180 · Miscellaneous	25,375	19,224	24,724	651	97%	

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
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	FINAL Full Year Budget FY19/20	Actual YTD April 30, 2020	Full Year Forecast FY19/20	Variance FY Forecast to FY Budget	YTD Actual % of Full Year Budget	Notes/Comments
6190 · Office Supplies	23,472	23,393	28,072	(4,599)	120%	
6200 · Professional Services						
6201 · Audit	15,900	14,300	14,300	1,600	90%	
6202 · Legal/Human Resources	261,770	146,571	216,571	45,199	83%	Reimbursement from VFIS for claim related expenses
6203 · Notices	2,500	384	884	1,616	35%	
6204 · Other Professional Services	217,575	117,958	187,958	29,617	86%	Placeholder of \$30k for Rescue annexation costs not fully expended
6205 · Elections/Tax Administration	-	-	-	-	0%	
6206 · Public Relations	3,253	4,498	4,498	(1,245)	138%	
Total 6200 · Professional Services	500,998	283,711	424,211	76,787	85%	
6210 · Information Technology						
6211 · Software Licenses/Subscriptions	116,912	100,773	116,773	139	100%	
6212 · IT Support/Implementation	113,000	97,629	117,034	(4,034)	104%	
6213 · IT Equipment	79,550	45,799	70,799	8,751	89%	
Total 6210 · Information Technology	309,462	244,201	304,606	4,856	98%	
6220 · Rents and Leases						
6221 · Facilities/Equipment Lease	35,333	-	-	35,333	0%	Delay in start of EDC lease
6222 · Solar Lease	68,124	56,609	68,124	-	100%	
Total 6220 · Rents and Leases	103,457	56,609	68,124	35,333	66%	
6230 · Small Tools and Supplies	108,686	85,307	105,307	3,379	97%	
6240 · Special Expenses						
6241 · Training	145,107	64,341	84,341	60,766	58%	Delays due to development of training document and COVID-19
6242 · Fire Prevention	80,550	88,931	93,931	(13,381)	117%	Higher Interwest usage than budgeted
6243 · Licenses	-	400	400	(400)	100%	
Total 6240 · Special Expenses	225,657	153,672	178,672	46,985	79%	

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Fiscal Year Ending June 30, 2020



	FINAL Full Year Budget FY19/20	Actual YTD April 30, 2020	Full Year Forecast FY19/20	Variance FY Forecast to FY Budget	YTD Actual % of Full Year Budget	Notes/Comments
6250 · Transportation and Travel						
6251 · Fuel and Oil	68,171	61,992	74,391	(6,220)	109%	Switch to undyed diesel
6252 · Travel	18,000	23,277	24,277	(6,277)	135%	Training with higher associated travel costs than budgeted
6253 · Meals & Refreshments	18,555	13,958	16,750	1,806	90%	
Total 6250 · Transportation and Travel	104,726	99,227	115,417	(10,691)	110%	
6260 · Utilities						
6261 · Electricity	16,872	4,270	15,693	1,179	93%	
6262 · Natural Gas/Propane	20,000	14,187	18,916	1,084	95%	
6263 · Water/Sewer	20,000	14,019	17,019	2,981	85%	
Total 6260 · Utilities	56,872	32,476	51,628	5,244	91%	
Total Operating Expenditures	\$ 19,452,497	\$ 15,962,484	\$ 18,563,798	\$ 888,700	95%	
Operating Revenue - Operating Expenditures	\$ 1,369,441	\$ 3,607,844	\$ 2,574,086	\$ 1,204,645		
6560 · Pension UAL Lump Sum Payment	1,500,000	1,000,000	2,000,000	(500,000)	133%	Timing of lump sum payments to PARS
6570 · OPEB UAL Lump Sum Payment	-	-	-	-	0%	
6720 · Fixed Assets	1,050,023	331,173	431,173	618,850	41%	Timing of training center expenditures, CAD to CAD system upgrade
Total Expenditures	\$ 22,002,520	\$ 17,293,657	\$ 20,994,971	\$ 1,007,550	95%	
Total Revenue - Total Expense	\$ (180,582)	\$ 3,548,803	\$ 1,555,045	\$ 1,735,628		
Less: Development Fee Revenue	(1,000,000)	(1,272,132)	(1,412,132)			
Add: Development Fee Qualified Expenditures	526,500	129,142	238,357			
Total Revenue - Total Expense Net of Dev Fees	\$ (654,082)	\$ 2,405,813	\$ 381,270			

Reserve Fund Policy

The Board shall establish a policy to set aside sufficient funds for unforeseen significant operating expenditures, future capital replacement costs, contingent/underfunded pension and other benefit liabilities (hereinafter referred to as the "Reserve Fund Policy").

This Reserve Fund Policy shall document the Board's approach to establishing and maintaining adequate financial reserves, including the methodology for calculating reserve levels and a timeframe for meeting desired reserve targets. This will be accomplished by using a phased approach where necessary to balance with current budget constraints, cash-flow projections and existing reserve balances.

The Board shall establish and maintain specific reserves as follows:

Operating Reserve Fund ("ORF")

Special Districts, such as the El Dorado Hills County Water District ("The District"), receive Property Tax revenue as their primary source of funds in December and April each year. Because of the timing of this funding, there are multiple months during the year in which cash outflows exceed inflows. The ORF is intended to ensure adequate cash is available at all times for the District to continue in its normal course of business without having to utilize dry period funding. It is also intended to serve as a backup source of funds if an extraordinary event were to occur that disrupts the normal revenue collection cycle.

The ORF shall be funded to cover a minimum of six (6) months of Operating Expenses based on the prior fiscal year adopted final budget.

Capital Replacement Reserve Fund ("CRRF")

The annual allocation to the CRRF shall be based on the most current Capital Asset Replacement Schedule, as maintained by the Fire Chief. The annual allocation shall be calculated based on the estimated replacement cost of existing capital assets, the estimated year of replacement, and any other known factors that may impact the cost or life of the assets. An annual inflation factor and an investment rate of return will be assumptions used in this calculation. In addition, any shortfall identified of the existing CRRF balance shall be amortized over 10 years and added to the calculated annual allocation amount.

The Board shall provide for the annual contribution so as to accumulate sufficient funds to replace, repair or restore the District's capital assets at the end of their useful lives. This would include future assets to be purchased that are not reasonably expected to be funded by future Development Fees. Except as provided below, the Board shall not expend from the CRRF for any other purpose other than to purchase, repair, replace or restore such facilities and equipment as deemed necessary to maintain appropriate levels of service to the community.

The Board may, through the annual budget process, determine that there are not sufficient funds available to transfer the calculated allocation amount to the CRRF in any given fiscal year. The Board may, by approval of the Final Budget, decide to contribute a lesser

amount than the calculated allocation. This shortfall will be amortized and added to the future calculation as described above. The Board may by a supermajority vote (4/5), declare a "Financial Emergency". With this declaration, the CRRF , up to a maximum of thirty-three (33%) percent, would be available to fund District operations.

Pension Reserve Fund

The Board shall set aside funds restricted for the purpose of managing unfunded Pension liabilities as identified in the annual actuarial report.

- a. At a minimum, the Board will make the annual minimum required employer contribution as calculated by CalPERS to fund the Pension liability for all Safety and Non-Safety plans. This payment shall be made utilizing operating funds and not Pension Reserve Funds.
- b. Secondly, the Board shall maintain a restricted Pension Reserve Fund in a qualifying Section 115 Trust account. This account will be funded utilizing excess Operating funds in the Board approved Final Budget each year.
- c. The Board shall ensure that the pension funded ratio remains at a minimum of 75% funded as identified in the most current PERS Actuarial report. Both the Pension Reserve Fund balance and assets held with CalPERS shall be included when calculating the funded ratio.
- d. In no case shall the Board reduce the Pension Reserve Fund for any purpose other than to make additional payments to CalPERS toward the current year pension normal cost or toward the pension unfunded liability.

Other Post Retirement Benefits (OPEB) Fund

The Board shall set aside funds for the purpose of managing unfunded OPEB liabilities as identified in the bi-annual actuarial report.

- a. To the extent there is an excess of total revenues over total expenditures (including the Pension contribution as described above) in any fiscal year the Board will make the actuarially determined recommended contribution to pay down the OPEB unfunded liability.
- b. Funds can only be transferred to a qualifying IRC Section 115 trust account designated for OPEB.

The Board shall evaluate all Accumulated Reserves in accordance with this Reserve Fund Policy as part of its annual budgeting process and make adjustments to the reserves when adopting the annual budget.

The Board shall not expend funds allocated to any specific reserve fund for any purpose other than in accordance with this Reserve Fund Policy. Reserve fund transfers not in the Board approved Final Budget can be made only with majority vote of the Board.

PASSED AND ADOPTED THIS XXth DAY OF XXXX 2020.

Charles J. Hartley, President

ATTEST:

Jessica Braddock, Board Secretary



El Dorado Hills Fire Department

2020/21 Preliminary Budget

Summary of Significant Assumptions and Changes from Prior Year Budget

PROPERTY TAX REVENUE

- **Secured, Unsecured, Homeowners and Sacramento County Tax Revenue** are budgeted based on a 3.5% growth rate assumption from prior year. This assumption will be updated for the Final Budget based on estimates provided by El Dorado County.
- Supplemental Tax Revenue is budgeted based on an average of current and prior fiscal year results.

OTHER REVENUE

- **Fire Prevention Fees** are budgeted based on actual current year trends.
- **OES/Mutual Aid Revenue** is based on an “average” strike team season, an increase from prior year’s mild season, and is offset with higher OES OT.
- **Interest Earned** is estimated based on current declining trends in interest rates and earnings.
- **JPA Revenue** is budgeted based on the existing fixed rate contract.
- **Miscellaneous Operating Revenue** increased due to the addition of revenue from the Rescue Shared Services agreement.

WAGES & BENEFITS

- **Safety (Fire) Salaries & Wages** reflect a decrease in headcount of 2 “floater” Firefighter positions, bringing the total “floaters” down to 1. This is reflective of the District’s current active headcount.
- **Wages & Benefits for all personnel** include assumptions based on the current Local 3604 MOU and other Wages & Benefits resolutions. There are no budgeted changes in existing headcount.
- **Overtime** increased from prior year, which reflects the impact of the decrease in “floater” Firefighters in the budget.
- **PERS Retirement** costs increased from prior year due to increases in the 2020/21 Normal Cost rates and the required Unfunded Liability lump sum payments.
- **Workers’ Compensation** costs remained relatively consistent due to favorable renewal rates for 2020.
- **Health Costs** for active employees decreased due to a decrease in “floater” headcount as well as a negotiated cap in District contributions.

- **Health Costs** for retirees increased due to the budgeted addition of 1 retiree as well as an assumed 10% increase in healthcare rates for 2021.

SERVICE & SUPPLIES

- **Clothing & Personal Supplies** costs decreased due to the replacement of structure turnouts as well as the planned purchase of active shooter gear in FY19/20.
- **Maintenance, Structures & Ground** decreased due to the one-time purchase of furnishings for the Employee Development Center and structural repairs to Station 91 in FY19/20.
- **Medical Supplies** increased due to a change in methodology on what supplies are funded by the JPA.
- **Other Professional Services** decreased due to the completion of a one-time radio engineering study in FY19/20.
- **Software Subscriptions** increased from prior year budget due to the planned implementation of a new Incident Reporting/Fire Prevention software product.
- **IT Support/Implementation** increased due to added server maintenance for both the EDC and MDC's, a budgeted website upgrade, and a server OS upgrade.
- **IT Equipment** decreased due to a one-time firewall upgrade as well as the purchase of equipment for the Employee Development Center in FY19/20.
- **Facilities/Equipment Lease** costs increased from prior year due to a full year of the Employee Development Center lease.
- **Small Tools and Supplies** decreased due to one-time purchases of Trench Rescue equipment and Thermal Imaging cameras in FY19/20.
- **Fire Prevention** decreased due to the planned reduction in use of Interwest Consultants.

PENSION/OPEB UAL ADDITIONAL LUMP SUM PAYMENTS

- There is a budgeted discretionary transfer of \$1,000,000 to the District's PARS Section 115 Pension Trust account.

FIXED ASSETS

- Capital Assets budgeted in fiscal year 2020/21 include a Type I Engine replacement, a CAD to CAD system upgrade, and \$4,000,000 in Training Center construction costs.

El Dorado Hills Fire Department
Preliminary Budget Summary - All Funds
Fiscal Year 2020/21



	<u>General Fund</u>	<u>Capital Replacement Fund</u>	<u>Development Fee Fund</u>	<u>Total All Funds</u>
Revenue				
Property Tax Revenue	19,646,861			19,646,861
Fire Prevention Fee Revenue	220,000			220,000
Other Miscellaneous Operating Revenue	1,939,180			1,939,180
Development Fee Revenue			1,300,000	1,300,000
Proceeds from Sale of Assets	-			-
Total Revenue	\$ 21,806,041	\$ -	\$ 1,300,000	\$ 23,106,041
Expenditures				
Wages & Benefits	17,735,071	-	-	17,735,071
Other Operating Expenditures	2,331,587	-	-	2,331,587
Pension/OPEB UAL Lump Sum Pmt	1,000,000	-	-	1,000,000
Fixed Assets	-	1,518,150	3,297,250	4,815,400
Total Expenditures	\$ 21,066,658	\$ 1,518,150	\$ 3,297,250	\$ 25,882,058
Revenue Less Expenditures	\$ 739,383	\$ (1,518,150)	\$ (1,997,250)	\$ (2,776,017)
Reserve Fund Transfer Summary:				
Beginning Balance, 6/30/2020 (FORECAST)	\$ 15,573,082	\$ 4,397,882	\$ 10,744,970	\$ 30,715,933
Transfer to/(from) General Reserve Fund (Unassigned)	739,383	1,900,000	-	2,639,383
Transfer to/(from) Capital Replacement Fund (Committed)	(1,900,000)	(1,518,150)	-	(3,418,150)
Transfer to/(from) Development Fee Fund (Restricted)	-	-	(1,997,250)	(1,997,250)
Total Increase/(Decrease) in Reserve Balances	(1,160,617)	381,850	(1,997,250)	(2,776,017)
Ending Balance, 6/30/2021 (PROJECTED)	\$ 14,412,464	\$ 4,779,732	\$ 8,747,720	\$ 27,939,916

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2020/21



	Full Year Budget FY20/21	Full Year Budget FY19/20	Variance	Variance %
Revenue				
3240 · Tax Revenue				
3260 · Secured Tax Revenue	19,170,544	18,522,265	648,279	3.5%
3270 · Unsecured Tax Revenue	347,071	335,334	11,737	3.5%
3280 · Homeowners Tax Revenue	159,814	154,410	5,404	3.5%
3320 · Supplemental Tax Revenue	270,000	160,000	110,000	68.8%
3330 · Sacramento County Revenue	18,484	17,859	625	3.5%
3335 · Latrobe Revenue				
3335.2 · Latrobe Special Tax	36,840	36,840	-	0.0%
3335.3 · Latrobe Base Transfer	78,000	79,000	(1,000)	-1.3%
3340 · Property Tax Administration Fee	(433,893)	(398,750)	(35,143)	8.8%
Total 3240 · Tax Revenue	19,646,861	18,906,958	739,903	3.9%
3506 · Misc. Revenue, Fire Prev. Fees	220,000	120,000	100,000	83%
3510 · Misc. Operating Revenue				
3512 · JPA Revenue	1,150,000	1,150,000	-	0.0%
3513 · Rental Income (Cell site)	54,180	28,980	25,200	87%
3515 · OES/Mutual Aid Reimbursement	400,000	216,000	184,000	85%
3520 · Interest Earned	240,000	380,000	(140,000)	-37%
3510 · Misc. Operating Revenue - Other	95,000	20,000	75,000	375%
Total 3510 · Misc. Operating Revenue	1,939,180	1,794,980	144,200	8%
3570 · Proceeds from Sale of Assets	-	-	-	0%
Total Revenue	\$ 21,806,041	\$ 20,821,938	\$ 984,103	4.7%
Operating Expenditures				
6000 · Wages & Benefits				
6001 · Salaries & Wages, Fire	6,943,601	6,675,922	267,678	4%
6011 · Education/Longevity Pay	508,548	598,048	(89,500)	-15%
6016 · Salaries & Wages, Admin/Prev	973,942	916,847	57,095	6%
6017 · Intern/Volunteer Stipends	4,000	21,060	(17,060)	100%
6018 · Director Pay	16,000	14,000	2,000	14%
6019 · Overtime				
6019.1 · Overtime, Operational	1,699,697	1,445,613	254,084	18%
6019.2 · Overtime, Outside Aid	360,000	180,000	180,000	100%
6019.3 · Overtime, JPA	150,000	200,000	(50,000)	-25%
Total 6019 · Overtime	2,209,697	1,825,613	384,084	21%

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2020/21



	Full Year Budget FY20/21	Full Year Budget FY19/20	Variance	Variance %
6020 · P.E.R.S. Retirement	3,128,597	2,843,912	284,685	10%
6030 · Workers Compensation	621,404	611,933	9,471	2%
6031 · Life Insurance	6,703	6,895	(192)	-3%
6032 · P.E.R.S. Health Benefits	1,818,071	1,843,059	(24,989)	-1%
6033 · Disability Insurance	21,240	21,948	(708)	-3%
6034 · Health Cost of Retirees	1,090,073	1,041,804	48,269	5%
6040 · Dental/ Vision Expense	223,260	226,620	(3,360)	-1%
6050 · Unemployment Insurance	15,120	15,120	-	0%
6070 · Medicare	154,816	146,004	8,812	6%
Total 6000 · Wages & Benefits	17,735,071	16,808,784	926,287	6%
Salaries & Wages as a % of Revenue	81%	81%		
6100 · Clothing & Personal Supplies				
6001 · Uniform Allowance	52,200	56,800	(4,600)	-8%
6002 · Other Clothing & Personal Supplies	120,225	285,920	(165,695)	-58%
Total 6100 · Clothing & Personal Supplies	172,425	342,720	(170,295)	-50%
6110 · Network/Communications				
6111 · Telecommunications	33,430	43,780	(10,350)	-24%
6112 · Dispatch Services	60,000	60,000	-	0%
6113 · Network/Connectivity	58,262	59,367	(1,105)	-2%
Total 6110 · Network/Communications	151,691	163,147	(11,456)	-7%
6120 · Housekeeping	39,311	39,011	301	1%
6130 · Insurance				
6131 · General Insurance	66,000	60,000	6,000	10%
Total 6130 · Insurance	66,000	60,000	(6,000)	-10%
6140 · Maintenance of Equipment				
6141 · Tires	25,000	28,000	(3,000)	-11%
6142 · Parts & Supplies	35,000	35,000	-	0%
6143 · Outside Work	160,000	150,000	10,000	7%
6144 · Equipment Maintenance	42,960	48,600	(5,640)	-12%
6145 · Radio Maintenance	8,680	27,780	(19,100)	-69%
Total 6140 · Maintenance of Equipment	271,640	289,380	(17,740)	-6%
6150 · Maintenance, Structures & Ground	162,867	268,594	(105,727)	-39%

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2020/21



	Full Year Budget FY20/21	Full Year Budget FY19/20	Variance	Variance %
6160 · Medical Supplies				
6161 · Medical Supplies	50,000	5,500	44,500	809%
Total 6160 · Medical Supplies	50,000	5,500	44,500	809%
6170 · Dues and Subscriptions	14,044	16,655	(2,611)	-16%
6180 · Miscellaneous				
6181 · Miscellaneous	12,000	12,000	-	0%
6182 · Honor Guard	2,600	5,375	(2,775)	-52%
6183 · Explorer Program	4,087	3,500	587	17%
6184 · Pipes and Drums	3,000	4,500	(1,500)	0%
Total 6180 · Miscellaneous	21,687	25,375	(3,688)	-15%
6190 · Office Supplies	29,443	23,472	5,971	25%
6200 · Professional Services				
6201 · Audit	15,900	15,900	-	0%
6202 · Legal/Human Resources	232,118	261,770	(29,652)	-11%
6203 · Notices	2,500	2,500	-	0%
6204 · Other Professional Services	107,144	217,575	(110,432)	-51%
6205 · Elections/Tax Administration	30,000	-	30,000	100%
6206 · Public Relations	6,400	3,253	3,147	97%
Total 6200 · Professional Services	394,062	500,998	(106,937)	-21%
6210 · Information Technology				
6211 · Software Licenses/Subscriptions	178,640	116,912	61,728	53%
6212 · IT Support/Implementation	168,776	113,000	55,776	49%
6213 · IT Equipment	25,398	79,550	(54,152)	-68%
Total 6210 · Information Technology	372,814	309,462	63,352	20%
6220 · Rents and Leases				
6221 · Facilities/Equipment Lease	55,299	35,333	19,966	100%
6222 · Solar Lease	69,108	68,124	984	1%
Total 6220 · Rents and Leases	124,407	103,457	20,950	20%
6231 · Hose	29,385	29,380	5	0%
6232 · Small Tools & Equipment - Apparatus	9,500	6,300	3,200	100%
6233 · Small Tools & Equipment - Station	36,390	73,006	(36,616)	-50%
6230 · Small Tools and Supplies	75,275	108,686	(33,411)	-31%

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2020/21



	Full Year Budget FY20/21	Full Year Budget FY19/20	Variance	Variance %
6240 · Special Expenses				
6241 · Training	143,821	145,107	(1,286)	-1%
6242 · Fire Prevention	51,300	80,550	(29,250)	-36%
Total 6240 · Special Expenses	195,121	225,657	(30,536)	-14%
6250 · Transportation and Travel				
6251 · Fuel and Oil	80,000	68,171	11,829	17%
6252 · Travel	35,000	18,000	17,000	94%
6253 · Meals & Refreshments	19,000	18,555	445	2%
Total 6250 · Transportation and Travel	134,000	104,726	29,274	28%
6260 · Utilities				
6261 · Electricity	18,400	16,872	1,528	9%
6262 · Natural Gas/Propane	22,200	20,000	2,200	11%
6263 · Water/Sewer	16,200	20,000	(3,800)	-19%
Total 6260 · Utilities	56,800	56,872	(72)	0%
Total Operating Expenditures	\$ 20,066,658	\$ 19,452,497	\$ 614,161	3.2%
Total Operating Expenditures excluding W&B	\$ 2,331,587	\$ 2,643,713	\$ (312,126)	-11.8%
Revenue - Operating Expenditures	\$ 1,739,383	\$ 1,369,441	\$ 369,942	27%
6560 · Pension UAL Additional Lump Sum Pmt	1,000,000	1,500,000	(500,000)	0%
6570 · OPEB UAL Additional Lump Sum Pmt	-	-	-	0%
Total Expenditures	\$ 21,066,658	\$ 20,952,497	\$ 114,161	1%
Total Revenue - Total Expenditures	\$ 739,383	\$ (130,559)	\$ 869,942	-666%
Transfer to Capital Replacement Fund	\$ 1,900,000	\$ 800,000	\$ 1,100,000	138%
Net Increase/Decrease in Unassigned Fund Balance	\$ (1,160,617)	\$ (930,559)	\$ (230,058)	25%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY14/15	Actual FY15/16	Actual FY16/17	Actual FY17/18	Actual FY18/19	Forecast FY19/20	Preliminary Budget FY20/21	Variance 19/20 Forecast vs. 20/21 Budget	Variance %
Revenue									
3240 · Tax Revenue									
3260 · Secured Tax Revenue	13,218,543	14,158,112	15,143,354	16,254,990	17,700,565	18,522,265	19,170,544	648,279	3.5%
3270 · Unsecured Tax Revenue	294,263	292,097	283,551	278,713	306,727	335,334	347,071	11,737	3.5%
3280 · Homeowners Tax Revenue	141,900	144,317	148,084	152,399	157,876	154,410	159,814	5,404	3.5%
3320 · Supplemental Tax Revenue	223,245	234,671	318,445	384,609	174,526	366,371	270,000	(96,371)	-26.3%
3330 · Sacramento County Revenue	7,990	27,184	16,171	16,663	17,096	17,859	18,484	625	3.5%
3335 · Latrobe Revenue									
3335.2 · Latrobe Special Tax	20,700	35,588	35,622	35,742	35,907	36,840	36,840	-	0.0%
3335.3 · Latrobe Base Transfer	256,651	256,651	-	500,000	-	79,000	78,000	(1,000)	-1.3%
3340 · Property Tax Administration Fee	(194,228)	(316,739)	(352,143)	(307,782)	(346,739)	(377,298)	(433,893)	(56,595)	15.0%
Total 3240 · Tax Revenue	13,969,063	14,831,881	15,593,084	17,315,334	18,045,958	19,134,781	19,646,861	512,079	2.7%
3506 · Misc. Revenue, Fire Prev. Fees	49,011	73,537	63,828	99,714	126,904	189,944	220,000	30,056	16%
3510 · Misc. Operating Revenue									
3511 · Contributions	(159)	8,100	-	-	-	-	-	-	0%
3512 · JPA Revenue	755,805	1,010,264	982,207	1,162,437	1,150,000	1,150,000	1,150,000	-	0%
3513 · Rental Income (Cell site)	23,592	30,628	25,200	25,200	26,155	47,880	54,180	6,300	13%
3515 · OES/Mutual Aid Reimbursement	458,024	736,099	613,557	524,276	666,922	213,793	400,000	186,207	87%
3520 · Interest Earned	46,366	67,085	109,689	225,426	385,619	351,208	300,000	(51,208)	-15%
3510 · Misc. Operating Revenue - Other	95,131	20,847	66,426	50,040	17,868	50,278	95,000	44,722	89%
Total 3510 · Misc. Operating Revenue	1,378,758	1,873,023	1,797,080	1,987,379	2,246,564	1,813,159	1,999,180	186,021	10%
Total Operating Revenue	\$ 15,396,832	\$ 16,778,440	\$ 17,453,992	\$ 19,402,427	\$ 20,419,427	\$ 21,137,883	\$ 21,866,041	\$ 728,157	3%
Development Fees									
3550 · Development Fees									
3560 · Development Fee Revenue	1,741,799	2,499,408	2,985,102	2,307,138	1,392,661	1,412,132	1,400,000	(12,132)	-1%
Total 3550 · Development Fee Revenue	1,741,799	2,499,408	2,985,102	2,307,138	1,392,661	1,412,132	1,400,000	(12,132)	-1%
3570 · Proceeds from Sale of Assets	-	27,430	93,630	752,373	1,649	-	-	-	0%
3590 · Gain/Loss on Investments	-	-	-	-	185,603	-	-	-	0%
Total Revenue	\$ 17,138,631	\$ 19,305,278	\$ 20,532,724	\$ 22,461,939	\$ 21,999,340	\$ 22,550,015	\$ 23,266,041	\$ 716,025	3%

El Dorado Hills Fire Department
Historical Trend Analysis
TOTAL ALL FUNDS



	Actual FY14/15	Actual FY15/16	Actual FY16/17	Actual FY17/18	Actual FY18/19	Forecast FY19/20	Preliminary Budget FY20/21	Variance 19/20 Forecast vs. 20/21 Budget	Variance %
Operating Expenditures									
6000 · Salaries & Wages									
6001 · Salaries & Wages, Fire	5,164,564	5,434,638	5,772,002	5,937,072	6,396,335	6,704,390	6,943,601	239,211	3%
6011 · Education/Longevity Pay	355,052	390,359	450,922	446,642	449,258	526,137	508,548	(17,589)	-3%
6016 · Salaries & Wages, Admin/Prev	452,549	515,208	545,310	607,440	636,224	822,054	973,942	151,888	16%
6017 · Intern/Volunteer Stipends	56,330	77,030	69,179	-	4,810	3,354	4,000	646	16%
6018 · Director Pay	16,900	20,400	16,905	14,795	11,800	14,160	16,000	1,840	12%
6019 · Overtime								-	
6019.1 · Overtime, Operational	1,477,672	1,364,141	1,606,931	2,020,156	1,482,851	1,490,414	1,699,697	209,283	12%
6019.2 · Overtime, Outside Aid	375,560	663,124	527,019	485,075	536,831	169,910	360,000	190,090	53%
6019.3 · Overtime, JPA	129,313	108,660	164,928	215,408	192,545	113,796	150,000	36,204	24%
Total 6019 · Overtime	1,982,546	2,135,925	2,298,879	2,720,639	2,212,227	1,774,120	2,209,697	435,577	20%
6020 · P.E.R.S. Retirement	2,103,266	2,104,899	2,228,851	2,216,493	2,544,301	2,747,735	3,128,597	380,861	12%
6030 · Workers Compensation	609,709	728,867	765,480	667,861	571,736	529,286	621,404	92,119	15%
6031 · Life Insurance	5,358	5,616	5,875	5,609	6,498	5,609	6,703	1,094	16%
6032 · P.E.R.S. Health Benefits	1,159,392	1,337,711	1,431,009	1,417,119	1,562,904	1,716,080	1,818,071	101,991	6%
6033 · Disability Insurance	12,480	14,308	16,660	16,663	17,655	20,261	21,240	979	5%
6034 · Health Cost of Retirees	829,741	813,577	856,646	890,325	917,124	1,017,446	1,090,073	72,627	7%
6040 · Dental/Vision Expense	149,050	161,262	173,391	145,843	136,985	125,788	223,260	97,472	44%
6050 · Unemployment Insurance	16,960	16,289	14,484	14,553	11,742	9,741	15,120	5,379	36%
6070 · Medicare	114,992	123,580	128,876	136,363	137,374	145,466	154,816	9,350	6%
Total 6000 · Salaries & Wages	13,028,890	13,879,669	14,774,469	15,237,416	15,616,972	16,161,627	17,735,071	2,118,099	12%
Salaries & Wages as a % of Operating Revenue	85%	83%	85%	79%	76%	76%	81%		
6100 · Clothing & Personal Supplies									
6001 · Uniform Allowance		42,000	58,550	49,437	51,970	49,554	52,200	2,646	5%
6002 · Other Clothing & Personal Supplies	90,602	45,817	65,816	52,653	44,073	232,553	120,225	(112,328)	-93%
Total 6100 Clothing & Personal Supplies	90,602	87,817	124,366	102,090	96,044	282,107	172,425	76,381	44%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY14/15	Actual FY15/16	Actual FY16/17	Actual FY17/18	Actual FY18/19	Forecast FY19/20	Preliminary Budget FY20/21	Variance 19/20 Forecast vs. 20/21 Budget	Variance %
6110 · Network/Communications									
6111 · Telecommunications	58,193	73,200	54,452	49,385	43,449	33,394	33,430	36	0%
6112 · Dispatch Services	44,638	41,248	105,277	56,115	57,694	64,641	60,000	(4,641)	-8%
6113 · Network/Connectivity	-	-	30,824	39,919	40,493	41,146	58,262	17,115	29%
Total 6110 · Communications	102,831	114,448	190,553	145,418	141,636	139,181	151,691	10,055	7%
6120 · Housekeeping	21,854	40,200	38,097	36,335	37,606	42,487	39,311	(3,176)	-8%
6130 · Insurance									
6131 · General Insurance	58,936	50,492	51,023	50,312	56,013	59,241	66,000	6,759	10%
Total 6130 · Insurance	58,936	50,492	51,023	50,312	56,013	59,241	66,000	9,987	15%
6140 · Maintenance of Equipment									
6141 · Tires	19,577	30,065	15,492	38,029	15,029	27,267	25,000	(2,267)	-9%
6142 · Parts & Supplies	10,445	17,162	25,720	23,622	31,248	34,665	35,000	335	1%
6143 · Outside Work	117,144	46,484	162,105	128,196	97,255	181,910	160,000	(21,910)	-14%
6144 · Equipment Maintenance	126,623	125,891	26,839	33,158	37,489	36,819	42,960	6,141	14%
6145 · Radio Maintenance	4,477	9,822	12,318	13,625	21,838	31,061	8,680	(22,381)	-258%
Total 6140 · Maintenance of Equipment	278,266	229,424	242,475	236,630	202,859	311,722	271,640	68,781	25%
6150 · Maintenance, Structures & Ground	75,319	111,703	129,003	100,542	87,807	232,354	162,867	(69,487)	-43%
6160 · Medical Supplies									
6161 · Medical Supplies	760	8,884	5,031	5,751	6,628	18,164	50,000	31,836	64%
Total 6160 · Medical Supplies	760	8,884	5,031	5,751	6,628	18,164	50,000	43,372	87%
6170 · Dues and Subscriptions	7,447	12,139	8,172	11,045	13,562	16,152	14,044	(2,109)	-15%
6180 · Miscellaneous									
6181 · Miscellaneous	6,758	1,917	3,347	2,521	12,298	14,024	12,000	(2,024)	-17%
6182 · Honor Guard	437	-	2,561	1,311	1,004	4,323	2,600	(1,723)	-66%
6183 · Explorer Program	913	1,221	800	3,478	290	2,131	4,087	1,956	48%
6184 · Pipes and Drums	-	-	-	-	-	4,247	3,000	(1,247)	-42%
Total 6180 · Miscellaneous	8,108	3,138	6,708	7,310	13,591	24,724	21,687	8,096	37%
6190 · Office Supplies	18,812	22,720	28,116	21,988	25,297	28,072	29,443	1,371	5%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY14/15	Actual FY15/16	Actual FY16/17	Actual FY17/18	Actual FY18/19	Forecast FY19/20	Preliminary Budget FY20/21	Variance 19/20 Forecast vs. 20/21 Budget	Variance %
6200 · Professional Services									
6201 · Audit	12,750	10,000	10,250	12,650	17,975	14,300	15,900	1,600	10%
6202 · Legal/Human Resources	130,770	111,578	144,996	261,648	261,284	216,571	232,118	15,547	7%
6203 · Notices	3,131	2,630	747	1,797	741	884	2,500	1,616	65%
6204 · Other Professional Services	286,076	384,473	136,746	136,014	87,568	187,958	107,144	(80,814)	-75%
6205 · Elections/Tax Administration	19,788	-	23,449	-	45	-	30,000	30,000	-100%
6206 · Public Relations	-	-	795	1,272	200	4,498	6,400	1,902	30%
Total 6200 · Professional Services	452,515	508,681	316,982	413,381	367,812	424,211	394,062	26,249	7%
6210 · Information Technology									
6211 · Software Licenses/Subscriptions	-	-	60,553	36,536	53,538	116,773	178,640	61,867	35%
6212 · IT Support/Implementation	-	-	84,271	120,676	97,367	117,034	168,776	51,742	31%
6213 · IT Equipment	-	-	-	-	31,699	70,799	25,398	(45,401)	-179%
Total 6210 · Information Technology	-	-	144,824	157,213	182,604	304,606	372,814	190,210	51%
6220 · Rents and Leases									
6221 · Facilities/Equipment Lease	106,657	21,640	6,120	6,819	-	-	55,299	55,299	100%
6222 · Solar Lease	-	-	52,016	66,105	67,034	68,124	69,108	984	1%
Total 6220 · Total Rents and Leases	106,657	21,640	58,136	72,924	67,034	68,124	124,407	57,373	46%
6230 · Small Tools and Supplies	34,234	51,235	71,561	50,012	60,120	105,307	75,275	(30,032)	-40%
6240 · Special Expenses									
6241 · Training	73,837	59,507	108,248	63,377	124,972	84,341	143,821	59,480	41%
6242 · Fire Prevention	10,828	17,537	16,245	44,586	44,031	93,931	51,300	(42,631)	-83%
6243 · Licenses	87	-	10	10	84	400	-	(400)	0%
Total 6240 · Special Expenses	84,751	77,044	124,502	107,973	169,087	178,672	195,121	26,034	13%
6250 · Transportation and Travel									
6251 · Fuel and Oil	58,362	51,936	53,829	65,672	68,171	74,391	80,000	5,609	7%
6252 · Travel	11,719	12,821	20,424	17,577	10,401	24,277	35,000	10,723	31%
6253 · Meals & Refreshments	20,464	17,253	17,798	18,456	18,555	16,750	19,000	2,250	12%
Total 6250 · Transportation and Travel	90,545	82,011	92,052	101,705	97,127	115,417	134,000	36,873	28%
6260 · Utilities									
6261 · Electricity	62,718	76,258	23,689	7,899	17,286	15,693	18,400	2,707	15%
6262 · Natural Gas/Propane	10,963	13,474	24,391	19,618	21,248	18,916	22,200	3,284	15%
6263 · Water/Sewer	10,526	11,716	15,343	18,077	15,565	17,019	16,200	(819)	-5%
Total 6260 · Utilities	84,208	101,448	63,423	45,594	54,098	51,628	56,800	2,702	5%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY14/15	Actual FY15/16	Actual FY16/17	Actual FY17/18	Actual FY18/19	Forecast FY19/20	Preliminary Budget FY20/21	Variance 19/20 Forecast vs. 20/21 Budget	Variance %
Total Operating Expenditures	\$ 14,544,733	\$ 15,402,693	\$ 16,469,494	\$ 16,903,638	\$ 17,295,899	\$ 18,563,798	\$ 20,066,658	\$ 2,770,759	14%
Operating Revenue - Operating Expenditures	\$ 852,100	\$ 1,375,747	\$ 984,498	\$ 2,498,790	\$ 3,123,528	\$ 2,574,086	\$ 1,799,383	\$ 624,738	
6560 · Pension UAL Additional Lump Sum Pmt	-	1,200,000	-	450,000	-	2,000,000	1,000,000	(1,000,000)	-100%
6570 · OPEB UAL Additional Lump Sum Pmt	-	1,200,000	-	1,000,000	600,000	-	-	-	0%
6720 · Fixed Assets	4,194,193	2,018,266	773,344	579,635	1,189,045	431,173	4,815,400	4,384,227	91%
Total Expenditures	\$ 18,738,926	\$ 19,820,959	\$ 17,242,839	\$ 18,933,272	\$ 19,084,944	\$ 20,994,970	\$ 25,882,058	\$ 6,797,114	26%
Total Revenue - Total Expenditures	\$ (1,600,295)	\$ (515,681)	\$ 3,289,885	\$ 3,528,666	\$ 2,914,395	\$ 1,555,045	\$ (2,616,017)	\$ (5,530,413)	
Development Fee Revenue	(1,741,799)	(2,499,408)	(2,985,102)	(2,307,138)	(1,157,183)	(1,412,132)	(1,400,000)		
Development Fee Qualified Expenditures	1,808,431	798,693	85,410	464,012	375,955	238,357	3,297,250		
Total Revenue - Total Expenditures Net of Development Fees	\$ (1,533,663)	\$ (2,216,396)	\$ 390,193	\$ 1,685,540	\$ 2,133,168	\$ 381,270	\$ (718,767)		

El Dorado Hills Fire Department
Reserve Fund Summary
2020/21 Preliminary Budget



	RESERVE FUND BALANCE AS OF						PRELIMINARY BUDGET 6/30/2021
	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019	FORECAST 6/30/2020	
General Reserve Fund (Unassigned/Nonspendable)	13,840,847	12,269,007	14,632,614	15,918,875	15,798,996	15,573,082	14,412,464
Capital Replacement Reserve Fund (Committed)	4,245,134	3,826,024	3,052,680	3,803,787	3,790,697	4,397,882	4,779,732
Total Unrestricted Reserve Funds	18,085,981	16,095,031	17,685,294	19,722,662	19,589,693	19,970,963	19,192,196
Pension Reserve Fund	-	-	-	455,760	2,110,460	4,110,460	5,110,460
Development Fee Reserve Fund	1,191,898	3,697,119	6,682,221	8,190,667	9,583,327	10,744,970	8,747,720
Total Restricted Reserve Funds	1,191,898	3,697,119	6,682,221	8,646,427	11,693,787	14,855,430	13,858,180
Grand Total Fund Balances	\$ 19,277,879	\$ 19,792,151	\$ 24,367,515	\$ 28,369,089	\$ 31,283,480	\$ 34,826,393	\$ 33,050,376

El Dorado Hills Fire Department
Capital Assets 2020/21
Preliminary Budget

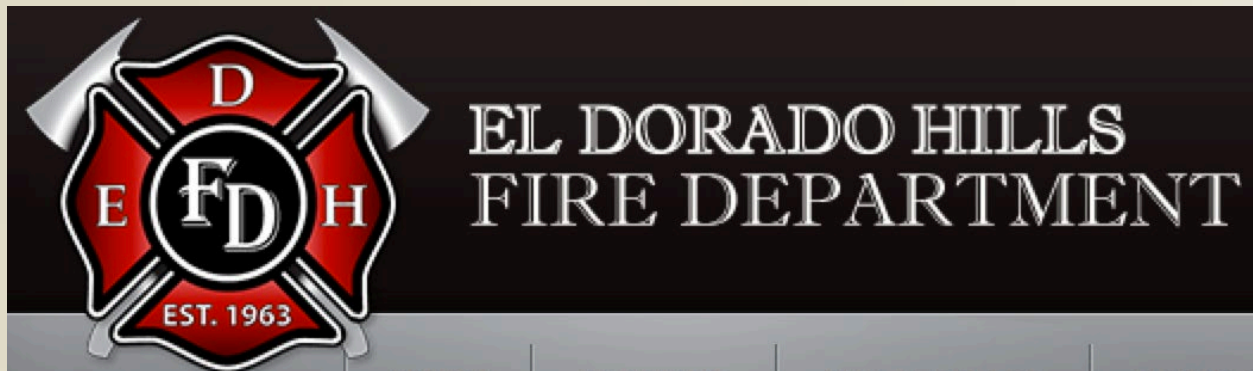


PROGRAM NAME	ASSET DESCRIPTION	BUDGET		
		Capital Replacement Fund	Development Fee Fund	Total
Communications	CAD to CAD upgrade; MDC Tablet (1)	12,000	125,000	137,000
Training	Tactel Grip Hoist; LUCAS Device	24,400	-	24,400
Capital Facilities Improvements	Riding Mower	4,000	-	4,000
Apparatus	Type I Engine Replacement (8572)	477,750	172,250	650,000
Training Center	Training Center Construction	1,000,000	3,000,000	4,000,000
TOTAL		\$ 1,518,150	\$ 3,297,250	\$ 4,815,400

MASTER COPY

16 March 2020

Strategic Planning Proposal



EL DORADO HILLS, CALIFORNIA

Prepared by:



FITCH & ASSOCIATES, LLC

2901 Williamsburg Terrace #G ▪ Platte City ▪ Missouri ▪ 64079

816.431.2600 ▪ www.fitchassoc.com

CONSULTANT PROPOSAL

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16 March 2020

El Dorado Hills Fire Department
c/o Deputy Chief Michael Lilienthal
1050 Wilson Boulevard
El Dorado Hills, CA 95762

Dear Deputy Chief Lilienthal:

Fitch & Associates (*FITCH*) is pleased to respond to your Request for Proposal for the facilitation and development of a Strategic Plan for the El Dorado Hills Fire Department, CA.

We have incorporated your specific needs into this submission and have organized the information requested for clarity. The *FITCH* team recognizes the importance of this project to the Board and the Department, and will objectively assist the Board and Department in the development of a strategic planning document that will prioritize efforts and guide the agency over the next three years.

Our firm is uniquely qualified to submit this response and perform the work required. Fitch & Associates has provided similar planning and analysis services for major cities and emergency service agencies throughout its 35-year history. Fitch & Associates has served over 1,000 clients in all 50 states and in 12 countries. Our team has wide ranging technical expertise, extensive CPSE/CFAI experience, and California specific experience.

We confirm receipts of your agency's Request for Proposal documents and hereby submit our proposal for consideration. This proposal and quote for services is valid for until May 26, 2020 (60-days from proposal due date). For any clarifications or questions through the review and evaluation process, please feel free to contact me at either 816-500-7481 or sknight@fitchassoc.com.

We appreciate the opportunity to submit this response and look forward to talking with you more about how we can provide you superior services and value.

Warm regards,

A handwritten signature in blue ink that reads "Steven Knight".

Steven Knight, PhD
Partner

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STRATEGIC PLANNING PROCESS EL DORADO HILLS FIRE DEPARTMENT, CALIFORNIA

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CONSULTANT'S QUALIFICATIONS

Organizational History

Fitch & Associates, LLC is a Limited Liability Company originally established as a corporation in 1984. The Firm is located in Platte City, Missouri, a suburb of Kansas City. As the founding partner, Dr. Jay Fitch is authorized to execute any agreement on behalf of the firm. Our physical mailing address and my contact information is:

Jay Fitch, PhD
Fitch & Associates, LLC
2901 Williamsburg Terrace
Suite G, Box 170
Platte City, Missouri 64079
Telephone: (816) 431-2600
Facsimile: (816) 431-2653
jfitch@emprize.net

Fitch & Associates Federal Employer Identification Number (EIN) is 43-1780744.

Throughout its 35-year history, *FITCH* has earned credibility by implementing innovative customized solutions in both the public safety and healthcare arenas. The Firm has consulted with nearly 1,000 communities in all 50 U.S. states and in 12 countries.

Projects have ranged from objective reviews, analysis and system design issues, communications system design, productivity, and enhancement studies to detailed operational, financial, and transition management services including standards of covers and consolidation studies.

The Firm specializes in Public Safety consulting and was founded by Joseph J. Fitch, PhD. in 1984. The principals have managed and developed some of the most innovative emergency service systems in the World.

In addition to its partners, *FITCH* has full-time Senior Associates, research, and support staff members. *FITCH* regularly utilizes more than half a dozen independent consultants that are content and technical experts. Many of our independent contractors have been affiliated with the Firm for a number of years.

These combined resources provide expertise on matters as diverse as organizational psychology, accounting, economics, healthcare administration, public information and education, marketing research, emergency medicine, fire service administration, law enforcement, safety management and "Just Culture" concepts.

Firm Experience & References

In addition to the intuitive strengths derived from leadership in the emergency services field and more than three decades of consulting, *FITCH* also offers specific expertise gained from multiple projects that required similar expertise to the one proposed. *FITCH* has evaluated numerous communities' needs and provided leadership in a variety of projects that involved collaboration by many different agencies for the common good. We have an ability to keep focused on the final result while keeping the planning process moving.

FITCH is uniquely qualified to conduct this review. *FITCH* specializes in public safety consulting and has direct experience with assignments similar to yours.

Below are several recent projects that demonstrate our experience working in public fire agencies.

City of Chico, CA

The City of Chico contracted with the firm to complete a Standards of Cover (SOC) and Strategic Plan. *FITCH* was retained to facilitate the establishment and adoption of risk-based deployment strategies. The review will identify and quantify risk and provide the operational and fiscal impacts to alternatives to the current service delivery model that best aligns risk, demand, and resource allocations. The project also included the development of a strategic plan that provide guidance on future agency activities in a time when the agency was facing tough financial constraints.

The contact for this project is Fire Chief William Hack (former fire chief for City of Chico). He can be reached at 530-897-3400 or william.hack@rocklin.ca.us.

The project demonstrates the firm's experience with Standards of Cover development and facilitated strategic planning efforts with a California agency.

North Port Fire Rescue District, FL

The North Port Fire Rescue District contracted with *FITCH* to facilitate a strategic planning process in April 2018. North Port was experiencing rapid economic growth but also a swiftly growing EMS call volume due to the larger than average senior citizen demographic migrating to the area. The strategic planning process helped the agency to prioritize their resource needs in time to maximize the value of their budget requests for the coming year. The agency is a direct report to the City of North Port but has a fire protection district overlay that added some complexity to the funding sources and stakeholder expectations.

The contact for this project is Fire Chief Scott Titus. Chief Titus can be reached at 941-240-8151 or stitus@cityofnorthport.com.

The relevance of the project demonstrates the value of strategic planning in prioritizing agency budget requests to avoid strategies that have a poor cost/benefit return to the external and internal stakeholders in a complex agency that has both municipal and fire district governance.

City of Orlando, FL

The City of Orlando contracted with the firm to complete a strategic business planning process. *FITCH* was retained to facilitate the establishment and adoption of risk-based deployment and staffing alternatives to include fire department-based patient transportation services for all incidents within the municipal area. The review identified and quantified risks and provided the operational and fiscal impacts to alternatives to the current service delivery model that best aligns risk, demand, and resource allocations.

FITCH was again retained for guidance and implementation of services during the transition period. This part of the project went live in early February 2019 and concluded in April 2019.

The contact for this project is Assistant Fire Chief Kevin Preston. He can be reached at 321-229-2088 or kevin.preston@cityoforlando.net.

The project demonstrates the firm's experience with fire-based dynamic deployment, alternative scheduling, workweek and costs projections, as well as strategic planning development and rapid implementation.

South Whidbey Fire EMS, WA

FITCH was contracted in October 2018 to facilitate a community-driven strategic planning process for the South Whidbey Fire EMS, a fire protection district serving six communities in and around the areas of south Whidbey Island, WA. The agency has unique challenges due to being located on an island with limited mutual aid capabilities, a seasonally changing risk profile due to the transient nature of inhabitants and tourists, and a revenue source that significantly below other comparable agencies in the area. The results of this process included a plan to transition the organization from a predominantly volunteer to a predominantly career/full-time agency with minimal cost to the general fund budget. The strategic plan was also instrumental in helping the agency with a request to raise their annual levy for the District and was adopted by the agency in its entirety in January 2020.

The contact for South Whidbey Fire EMS is Fire Chief H.L. "Rusty" Palmer. He can be reached at 360-321-1533 or chief@swfe.org

The project demonstrates the firm's experience with the facilitation of a community-driven strategic planning process with a fire district facing unique seasonally adjusted risk and funding levels not matching community service-level expectations.

City of Cape Coral, FL

FITCH was contracted to complete a Standards of Cover process for the Cape Coral Fire Department in February 2019. *FITCH* facilitated the establishment and adoption of risk-based deployment strategies. The review identified and quantified risks and provided the operational and fiscal impacts to alternatives to the current service delivery model that best aligns risk, demand, and both human and capital resource allocations.

Subsequently, the City hired *FITCH* to facilitate and develop a strategic planning process. The strategic planning process was completed within two months and presented to city council in April 2019 due to the rapid turnaround time needed by the organization.

The contact for the City of Cape Coral is Fire Chief Ryan Lamb. He can be reached at 239-574-0501 or rlamb@capecoral.net.

The project demonstrates the firm's experience with the facilitation of a strategic planning process with a medium-sized fire agency and the client's desire to expand to additional projects quickly after experiencing the working relationship during the original SOC work.

City of Brooklyn Park, MN

FITCH was contracted to facilitate a community-driven strategic planning process for the Brooklyn Park Fire Department in April 2019. The results of this process included a plan to transition the organization from a predominantly volunteer to a predominantly career/full-time agency with minimal cost to the general fund budget.

The contact for the Brooklyn Park Fire Department is Fire Chief John Cunningham. He can be reached at 763-493-8026 or john.cunningham@brooklynpark.org.

The project demonstrates the firm's experience with the facilitation of a community-driven strategic planning process with measurable improvement of service levels supported by multiple stakeholder groups.

Santa Clara County Fire Department, CA

FITCH was contracted to facilitate a community-driven strategic planning process for the Santa Clara County Fire Department (a complex fire protection agency serving the communities of Campbell, Cupertino, Los Altos, Los Altos Hills, Los Gatos, Monte Sereno and Saratoga) in September 2019. The strategic planning process included community leaders, elected leaders from throughout the contract cities, in addition to Labor representatives and administrative support staff.

The contact for the Santa Clara County Fire Department is Deputy Fire Chief Suwana Kerdkaew. She can be reached at 408-341-4430 or [suwana.kerdkaew@sccfd.org](mailto:suwanna.kerdkaew@sccfd.org).

The project demonstrates the firm's experience with the facilitation of a community-driven strategic planning process with a complex California fire agency that includes a fire district overlay.

Additional client references, case studies, and testimonials are available on the firm's website at www.fitchassoc.com.

Qualifications of the *FITCH* Team

FITCH's specific strengths for this project are centered in the ability to objectively conduct research, manage multiple project priorities and blend both expert and local resources while building support for the outcome(s). Our key strengths include talented and experienced consultants who are leaders in their field, time-tested methods, quality teamwork, timeliness, and the ability to provide tangible results.

Talent – Each project is managed by a *FITCH* partner who is responsible for bringing together the specific resources necessary to meet the client's needs. Staffing for this project involves three primary team members. Team members have been selected for their specific areas of expertise that match the requirements of this project. Team members are all subject matter experts who are leaders in their field. Some are well-known speakers providing leading-edge and industry best practices presentations at fire/EMS conferences and workshops throughout the U.S. Many have articles published in fire/EMS related publications and periodicals. All are passionate about helping the client.

Time-Tested Methodologies – *FITCH's* experience and that of the individual consultants involved represents an unparalleled base for the tasks at hand. We have worked with more than 1,000 clients including local, state and federal government agencies; municipal and volunteer fire departments; ambulance services and hospitals.

Teamwork – Throughout its history, *FITCH* has stayed true to its core values by accomplishing projects using a collaborative approach. This approach offers high levels of involvement for system participants without compromising the independent or objective nature of the project.

Timeliness – *FITCH* is known for producing its work on or before the scheduled completion date and within budget. Timeliness also involves consultant access and response times. Both are as important in consulting, as they are in emergency services.

Tangibles – Tangible results in consulting mean developing solutions addressing the client's needs and providing recommendations that are implemented. *FITCH* is well known for developing innovative solutions to complex issues. Our recommendations and tangible work products have been implemented with greater frequency than those of any other national public-safety consulting firm.

Members of the *FITCH* project team are highly qualified academically with some serving as faculty members at leading educational institutions. Most importantly, *FITCH* has real-world experience

managing large urban and rural services across the nation and a track record of content-specific consulting. Each of the firm's partners, the project lead and the consultants proposed for this project have extensive emergency services management experience of 30 years or more. The commitment of top-level resources underscores the importance *FITCH* places on this project team.

We propose a team of experts in municipal/special district leadership, fire protection, and emergency medical services to assess performance and explore options for your agency to operate within funding limitations while preparing for the agencies' future service delivery in an operationally effective, efficient, and sustainable manner that is aligned with the specific community risks and expectations for service.

FITCH is uniquely suited for this project. We have reviewed emergency service systems and developed staffing and deployment plans for over 35 years. We have taught multiple approaches for fire and EMS deployment models for more than a decade as part of the Communications Center Manager's (CCM) program and the Ambulance Service Managers program (ASM) we conduct under the auspices of the International Academies of Emergency Dispatch (IAED) and the American Ambulance Association, respectively. We have served as a resource for detailed reports on emergency services and are a Strategic Partner of the International City and County Management Association (ICMA).

The following biographical profiles highlight the expert qualifications this team brings to this Project.

Project Team Members

Chief Steven Knight (Ret.), PhD, Partner – Project Lead. Dr. Knight has nearly 30 years of experience and retired as the Assistant Fire/EMS Chief for the City of St. Petersburg, Florida (pop. 260,000, 14 stations, 350 FFs). He has served as a subject matter expert for both the National Fire Academy and the Center for Public Safety Excellence (CPSE). He has also served as a team leader and peer assessor for the Commission on Fire Accreditation International (CFAI) and has held multiple faculty appointments in Fire Science and EMS. Dr. Knight previously served with the International City and County Management Association (ICMA), as the Senior Manager for Fire and EMS.

Dr. Knight holds a PhD from the University of South Florida in curriculum and instruction and a minor in research and measurement, a master's degree in public administration from Troy University and a bachelor's in Fire & Safety Engineering from the University of Cincinnati. Chief Knight is also a graduate of and prior approved faculty for the Executive Fire Officer Program (EFO) through the U.S. Fire Administration, Federal Emergency Management Agency. Knight is an accredited Chief Fire Officer (CFO) through the Center for Professional Credentialing. Knight also served as an adjunct professor at St. Petersburg College and the State College of Florida in their Fire Science and Public Safety Administration Programs, is the former program director for Emergency Medical Services at the Manatee Technical Institute, and is an affiliate faculty with the University of Central Florida's College of Medicine.

Chief Micheal Despain, MA, EFO, CFO, MIFireE. - Senior Consultant. Micheal Despain has over 35 years of experience in the fire service and currently serves as the Fire Chief for the City of Lincoln, NE (2nd largest city in Nebraska, State Capital, pop. 300,000, 16 stations, 325 employees, and host agency for FEMA US&R NE Task Force 1). Previously, Chief Despain has worked for a number of fire agencies throughout California, including the City of Fresno (5th largest city in California, pop. served 600,000, 24 stations, 400 employees, serving three special districts) and City of Clovis (pop. served 120,000, 5 stations, 78 employees) and is experienced in the various service models including cities, counties, special fire districts, contracts for service, consolidated agencies, career, volunteer and combination agencies, as well as state and federal models. Chief Despain's professional experience includes 13 years as a Peer Assessor and technical advisor for the Center for Public Safety Excellence (CPSE) and 17 years as chief fire officer. He is a former board member for the California Fire Chiefs Association and the League of California Cities.

Chief Despain earned a Bachelor of Arts degree from Fresno Pacific University, a Master of Arts degree from National University, and is a graduate of the Executive Fire Officer program through the U.S. Fire Administration's National Fire Academy in Emmitsburg, Maryland. Chief Despain authored and co-authored numerous professional publications and articles, most notably; the *Fire and Emergency Services Self-Assessment Manual 9th Edition* and the *Community Risk Assessment: Standards of Cover 6th Edition* on behalf of CPSE. Also, he is currently a representative of a joint project between subject matter experts from CPSE and representatives from ICMA in the development of a *White Paper* on the future challenges and opportunities for the national fire services based on survey feedback from over 1,900 first responders, labor representatives, government administrators and political leaders (first draft to be released in Fall 2020). In March 2019, Chief Despain's agency was awarded the Randy R. Bruegman Agency Innovation award by CPSE for his development of the same strategic planning process currently used by FITCH and proposed for this project.

Chief Eric Nickel, CFO, CFC, EFO – Senior Consultant - Fire. Chief Eric Nickel has 30 years of service and experience as a professional firefighter and is currently the Fire Chief for the City of Santa Barbara, CA. Originally educated to be a banker, he graduated from California State University, Long Beach with a degree in Business Administration, Finance. A fateful summer fighting forest fires radically changed his career path. He has worked for five fire departments, large and small, in Southern and Northern California. Prior, Chief Nickel served as the Fire Chief for the Palo Alto Fire Department beginning in 2012.

Eric is a graduate of the National Fire Academy's Executive Fire Officer Program and is professionally credentialed as a Chief Fire Officer through the Commission on Professional Credentialing. He is also a certified Fire Chief through the State of California State Board of Fire Services. He is one of three active California Fire Chiefs to hold all three professional certifications.

Eric has focused his professional research on fire agency community engagement and public relations programs, using social media as a community link and creating predictive analytic technology solutions

to forecast risk reduction opportunities and predict calls for service. Eric seeks to use innovative solutions to make life safer and to create an all-risk emergency services department ready to meet the future challenges and community needs.

Chief John Binaski, MA – Senior Consultant. John Binaski has over 28 years of experience in the fire service and currently serves as the Fire Chief for the City of Clovis (CA). The Clovis Fire Department has been an accredited agency by the Commission of Fire Accreditation International since 2003. Chief Binaski’s professional experience includes 6 years as a Peer Assessor for the Center for Public Safety Excellence (CPSE/CFAI), 5 years as a member of a Type I Incident Command Team, is a certified Fire Chief with the California State Board of Fire Services and has been accredited multiple times as a Chief Fire Officer (CFO) through the Center for Professional Credentialing. Chief Binaski also served as an adjunct professor and Fire Technology Coordinator for the College of the Sequoias.

Chief Binaski earned a Bachelor of Arts degree from Cogswell Polytechnic College, a Master of Arts degree from Long Beach State University, and is a graduate of the Executive Fire Officer (EFO) program through the U.S. Fire Administration’s National Fire Academy in Emmitsburg, Maryland. Chief Binaski has served or serves on a number of boards and committees including the League of California Cities, the Fresno County Emergency Medical Care Committee, California State Training and Advisory Committee, International City County Management Association (ICMA), and the Central Valley Fire Chiefs Association.

NOTE: Our proposed consultants are very familiar with the unique governance of the El Dorado Hills Fire Department, its special water/fire district relationship and its risks due to their years of experience in the California fire service and more specifically their professional working relationships with fire agencies and organizations (Cal-OES Region 4, CalChiefs, League of California Cities – Fire Chiefs Dept., Fire District Association of California) in that region.

Utilization of Sub-Consultants

FITCH does not utilize any sub-consultants. All of our consultants work exclusively for the firm.

PROPOSED METHODOLOGY

Methodology depends greatly on the needs of the client. For some agencies, they may not have the resources or capacity to conduct a strategic planning process yet need a finished product quickly and plan on contracting out such services again and again in the future. *FITCH* can certainly provide this level of service quickly and efficiently at intervals that best meet the client’s timelines. For other agencies, they have the resources and capacity but are not experienced in strategic planning. These agencies might be more interested in a process they are able to replicate internally during future planning cycles. *FITCH* can certainly deliver this level of service, including providing templates for efficient replication.

With *FITCH*, it is our experience that the most successful strategic planning processes typically include a high level of involvement from a cross-section of key leaders, both formal and informal, from within the organization, such as the fire chief, command staff, line personnel, labor group leadership, and administrative support staff. While their participation is not required at each and every step, their buy-in along the way provides the highest chances of a successful project for all stakeholders in the end and will provide the most value for years after the plan development.

With the agency's support, the final product will be designed to meet the needs of the client in the following ways:

- The strategic plan should be accepted and supported from a broad base of stakeholders, most importantly the community, the employees and elected officials, due to the process methodology.
- The strategic plan can be specially designed to meet the requirements for accreditation through the Commission on Fire Accreditation International (CFAI) if the agency decides to become a candidate.
- The agency will have a group of community advocates that can be of assistance for future outreach/feedback needs after the conclusion of the process (value months and years beyond the project conclusion).

Project Initiation and Development of the Work Plan

The first step in the process is to conduct a kick-off meeting to finalize the work plan and timeline and is paramount to a successful study and the ability of *FITCH* to maximize the effectiveness of its work teams. At the kick-off meeting an overview to the approach of the project will be provided. Any final logistical issues will be resolved during this phase. It is in this phase that key representatives will review and prioritize items outlined in the RFP and provide an opportunity to refine any specific objectives related to each service area or objective.

Specifically, the following elements will be confirmed:

- Primary tasks to be performed
- Person(s) responsible for each task
- Timetable for each objective to be completed
- Method of evaluating results
- Resource identification
- Identify obstacles or problem areas associated with the accomplishment of each task

Resources and Obligations of Client/Agency Staff

As proposed, the *FITCH* team would request that the staff assist with the following items:

- Identifying and scheduling internal and external stakeholders (numbers TBD)
- Providing email addresses for, or hosting, an electronic survey for personnel (if desired)
- Review and provide feedback on survey development

- Provide meeting facilities for internal and external stakeholder groups
- Consider hosting lunch/dinner/light refreshments for up to (4) internal and external stakeholder meetings depending on the preferred meeting times and duration (TBD)
- Coordination of “ride along”, facility tours and/or “hands on” orientation events for external stakeholders (if desired)
- Provide supplies such as easels, markers, and table placement name tags
- Provide audio/visual capability to present using PowerPoint
- Provide copies for participants as well as display sized documents (poster size)
- Review and provide feedback of draft work products
- Provide final approval of strategic plan

Facilitated External Stakeholder Workshop(s)

Facilitated external stakeholder workshops are designed to provide a brief overview of the agency’s services and have the participants provide prioritized feedback on the current services delivered by the agency as well as desired services moving forward. In addition, open-ended questions will be provided for participants to provide candid feedback for the agency on strengths and challenges. As desired, the intended audiences will be defined in collaboration with the agency’s leadership.

Within the scope and pricing of this proposal, the FITCH team will work with the Client to determine the greatest value on stakeholder input methods. For example, representative form of governance structure, online survey, community meetings, or specific public representation in the planning meetings. Each agency and community is unique so the FITCH team will review all the options available with the client prior to implementation.

Facilitated Internal Stakeholder Workshop(s)

The facilitated planning process will include representation from every identified stakeholder group. During this proposed two-day process (at minimum), FITCH will guide the participants through the development or refinement of the mission, vision, and values statements, a SWOT/SWOC Analysis, and the development of goals, objectives, tasks and implementation timelines while answering the five guiding questions presented as Figure 1. Finally, recommendations for specific performance measurement tools and strategies for successfully managing the plan will be provided.

Figure 1: Project Approach



Preparation, Review, and Finalization of Strategic Plan

The work products from the strategic planning workshops, and any subsequent updates, will be collated into a “draft stakeholder findings” report which will be used in the development of a strategic planning document. The draft will be shared with the agency’s strategic planning team to ensure the *FITCH* team captured both the accuracy and intent from the workshops. Once approved, the strategic plan will be completed and disseminated in final form.

The draft stakeholder findings report will include references to, but not limited to;

- The validity of the agency’s current Mission, Vision and Core Values statements.
- How agency compares to agencies of similar size, services provided and community risk.
- The cost/benefits of benchmarking to the Insurance Services Office – Fire Protection Class system, accreditation through the Commission on Fire Accreditation International (CFAI), Cardiac Arrest Registry for Enhanced Survival (CARES), or any other 3rd party assessment process that resonates with the agency.
- Evaluation of current baseline performance in comparison to community’s desired benchmark outcome performance.
- Provide feedback and recommendations on alternative funding or costs avoidance opportunities.
- Summary of Outcomes desired by the internal and external stakeholder groups.

The strategic plan final report will include specifics related to but not limited to;

- Confirming the agency’s Mission, Vision and Core Values.
- Recommendation of strategic initiatives, goals and objectives, in priority order, for three to five years depending on agency preference.
- Summary of agency history, strategic planning process and analytics necessary to meet CFAI standards for consideration for accreditation.

WORK PLAN AND TIMETABLE

The process identified in the previous sections will yield the desired results for this project.

The proposed scope of work demonstrates that the consultant understands the desired outcomes and has proposed objectives and tasks to achieve that outcome. A table for each of the proposed objectives and time frames is included to describe the project more clearly.

Figure 2: Proposed Timeline

	Month 1	Month 2	Month 3	Month 4	Month 5
Kick-Off Meeting, Refine Work Plan and Scope	On-site or Web				
External Stakeholder Workshop - Invitations	On-site				
Internal Stakeholder Workshop - Invitations	On-site				
External Stakeholder Workshops		1 to 2 days min			
Internal Stakeholder Workshops		2 days min			
Development of Draft Strategic Plan Report			30 to 45 days		
Review of Draft Strategic Plan Report				Time Is Agency Specific	
Development and Delivery of Final Plan					2 weeks after Agency approval
Formal Presentation					Within 30 days of approval if desired
Proposed On-site or Web Conference Visits	On-site	On-site	Web	Web	Either

As designed, the initial strategic planning process is designed to be completed within 30 to 60 days of the project kick-off but can be adjusted based on agency preference. Workshops can be scheduled over two or more days, back to back, to save travel expenses based on agency preference.

The project team has sufficient capacity to complete this project both on time and as proposed.

SERVICE ENHANCEMENTS

It has been our experience that most strategic planning processes will encompass a 5-year time horizon with the understanding that the plan would be refreshed approximately every 3 years. The proposed process by *FITCH* can provide this enhanced assessment during the process at no extra charge if the agency desires.

COST PROPOSAL

As proposed, this project will be a fixed cost, not to exceed, price of \$12,500. This proposal encompasses the facilitation and development of a strategic plan and includes a (1) day on-site preplanning meeting, up to (3) days of on-site internal/external stakeholder workshop(s), and an on-site final presentation (if desired).

Figure 3: Proposed Fees and Expenses

Project Activity	Costs
All Inclusive Project Total	\$12,500

If any additional or specifically tailored activities are requested, *FITCH* would bill all additional services at a blended service rate of \$275/hour inclusive of travel and expenses. It is understood that no additional services would be completed or billed without the express consent and direction of the client.

PROPOSED ENGAGEMENT AGREEMENT

ENGAGEMENT AGREEMENT

This constitutes an agreement to retain *Fitch & Associates, LLC*, 2901 Williamsburg Terrace, Suite G., Platte City, MO 64079-0170 (the "Firm") to provide consulting services for *the El Dorado Hills Fire Department, 1050 Wilson Boulevard, El Dorado Hills, CA. 95762* (the "Client"). The scope of the work to be performed by the Firm is outlined in the attached proposal dated 16 March 2020 (excluding the additional proposed services).

It is understood that project work will include access to proprietary documents and information. Both parties acknowledge that the Firm represents other medical transportation and related organizations. Fitch & Associates, LLC agrees that confidential information about the Client or its related entities will not be released, except as required by law, without the prior approval of the Client, firm agrees to execute a Business Associate Agreement as required under federal guidelines in accordance with what is commonly referred to as "HIPAA." The Client agrees that it shall not release any of the Firm's materials provided, or utilized during the process, without written permission.

Professional fees to accomplish the engagement shall be \$12,500. These fees shall be paid as follows:

Fifty percent (\$6,250) is due upon the execution of this agreement.

Fifty percent (\$6,250) is due upon receipt of the Draft Strategic Plan.

Usual and customary travel and related expenses including telephone, printing, and postage are included in the professional fees. If the Client requests additional services, or a broader scope of work, the parties agree to amend the original contract for an additional fixed cost agreement or provide customized services at an hourly rate of \$275.

Personnel utilized to complete this agreement will be the principles and employees of Fitch & Associates, LLC or its related entities. The Client will be contacted, in advance if possible, should a change of personnel be necessary. The Client agrees not to employ, or offer employment to any of the Firm's personnel, for a period of two years following the conclusion of this agreement without the written permission of the Firm.

In the event the Client determines not to proceed with this agreement during its term, the Firm may retain all sums paid by the Client for any expenses incurred and for work actually performed, but unpaid by the Client, at an hourly rate of \$275. The firm will submit an itemized bill for services rendered through the date of termination, both paid and unpaid, and upon full payment, other obligations of either party to this agreement shall terminate.

The parties agree to mutually hold the other party harmless for any losses and expenses resulting from any and all third-party claims or litigation arising out of the performance of this agreement, unless the alleged cause for said claim is the negligent, intentional, or willful act of the other party.

Schedules outlined in documents are approximate and may be modified by agreement of the parties. The Firm will not be held liable for schedule compliance should the Client request or require schedule adjustments.

If for any reason any portion of this agreement between the parties is in dispute, both parties will make best efforts to resolve the dispute without resorting to litigation. Should litigation be required to resolve any dispute between the parties, the party not prevailing in the dispute will pay reasonable Attorney's fees as part of any settlement.

This agreement constitutes the complete understanding of the parties and modifications shall be made in writing and acceptable to both parties.

for:
EL DORADO HILLS FIRE DEPARTMENT

for:
FITCH & ASSOCIATES, LLC



Date

16 March 2020
Date

Printed Name



www.fitchassoc.com

EL DORADO HILLS FIRE DEPARTMENT
“YOUR SAFETY ... OUR COMMITMENT”



MONTHLY OPERATIONS REPORT
APRIL 2020

*All times are collected using a combination of Active 911 and Crystal Reports. The times are provided with the best accuracy possible given the limitations of technology in our system. The current system does not allow for accurate data collection.

Response (Per District) - 2020 vs. 2019

Response District	# of Responses <u>APRIL. 2020</u>	# of Responses <u>Y.T.D. 2020</u>	# of Responses <u>APRIL. 2019</u>	# of Responses <u>Y.T.D. 2019</u>
84	59	258	52	251
85	76	281	83	274
86	37	166	45	148
87	103	406	84	318
91	3	23	5	27
92	1	8	1	6
Mutual Aid	46	214	67	242
Transfer	14	71	21	85
TOTALS	339	1427	337	1351

Report: Tools - Queries – Incident Report Queries – NFIRS Incident Queries – Incidents By District (Summary)
 Note: Run all Districts on 1 page each (manually add subdistricts)

Response (Per Unit) – 2020 vs. 2019

Unit Number	# of Responses <u>APRIL. 2020</u>	# of Responses <u>Y.T.D. 2020</u>	# of Responses <u>APRIL. 2019</u>	# of Responses <u>Y.T.D. 2019</u>	# of Responses <u>TOTAL 2019</u>
E-84	67	284	53	269	943
T-85/E-85	87	353	104	363	1,168
E-86	50	223	58	201	700
E-87	100	427	85	340	1,248
E-91	25	72	16	86	276
M-85	166	814	167	751	2,332
B-85	34	151	56	211	669

Report: Tools - Queries – Incident Report Queries – NFIRS Incident Queries – Incidents By Unit By District

Note: Run all Units (Monthly/YTD/Yearly) Report total number per report

Emergency Response Summary – Medic Units Response Time - El Dorado April 2020

URBAN RESPONSE,

11-minutes, 90% of time

Response Time Between 00:00:00 - 00:00:59	2.16%
Response Time Between 00:01:00 - 00:01:59	5.17%
Response Time Between 00:02:00 - 00:02:59	9.91%
Response Time Between 00:03:00 - 00:03:59	19.40%
Response Time Between 00:04:00 - 00:04:59	37.07%
Response Time Between 00:05:00 - 00:05:59	52.59%
Response Time Between 00:06:00 - 00:06:59	67.67%
Response Time Between 00:07:00 - 00:07:59	81.03%
Response Time Between 00:08:00 - 00:08:59	89.66%
Response Time Between 00:09:00 - 00:09:59	91.81%
Response Time Between 00:10:00 - 00:10:59	94.83%

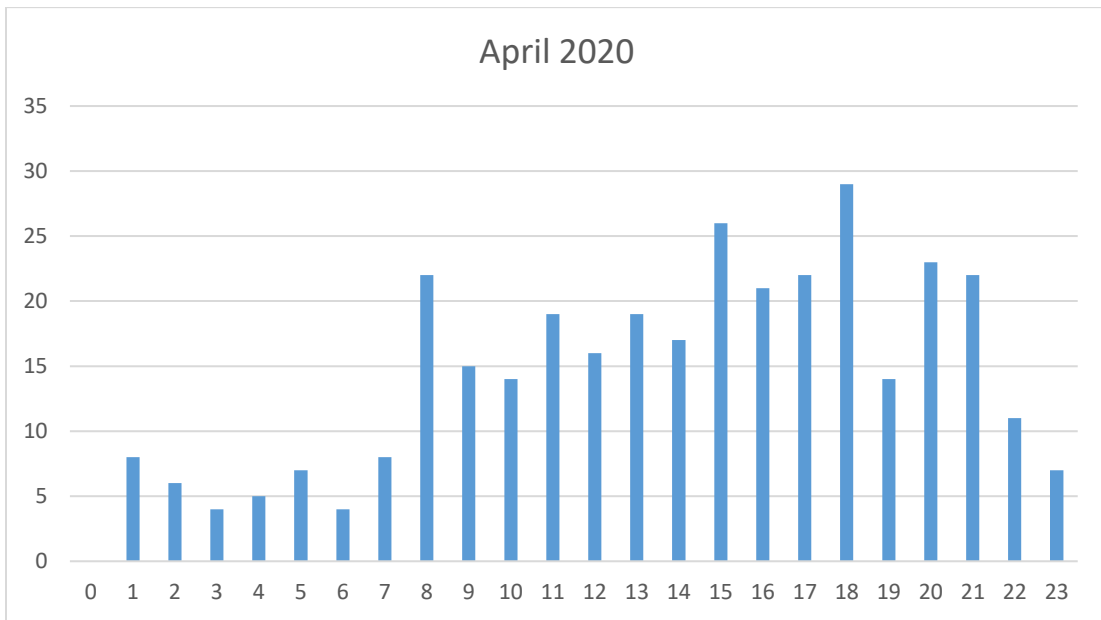
Response (By Type of Call) – April 2020

RESPONSE DISTRICT	FIRE CALLS	EXPLOSIONS	EMS, RESCUE, ACCIDENT	HAZEROUS CONDITION	SERVICE CALLS	GOOD INTENT CALLS	FALSE ALARMS	SEVERE WEATHER CALLS	SPECIAL, OTHER CALLS
84	0	0	41	0	7	4	5	0	0
85	1	0	42	0	30	2	1	0	0
86	0	0	20	0	10	4	3	0	0
87	1	0	52	0	36	8	5	1	0
91	0	0	2	0	1	0	0	0	0
92	0	0	1	0	4	0	0	0	0
A/M	2	1	35	1	7	15	0	0	0
TOTAL	4	1	193	1	91	33	14	1	0

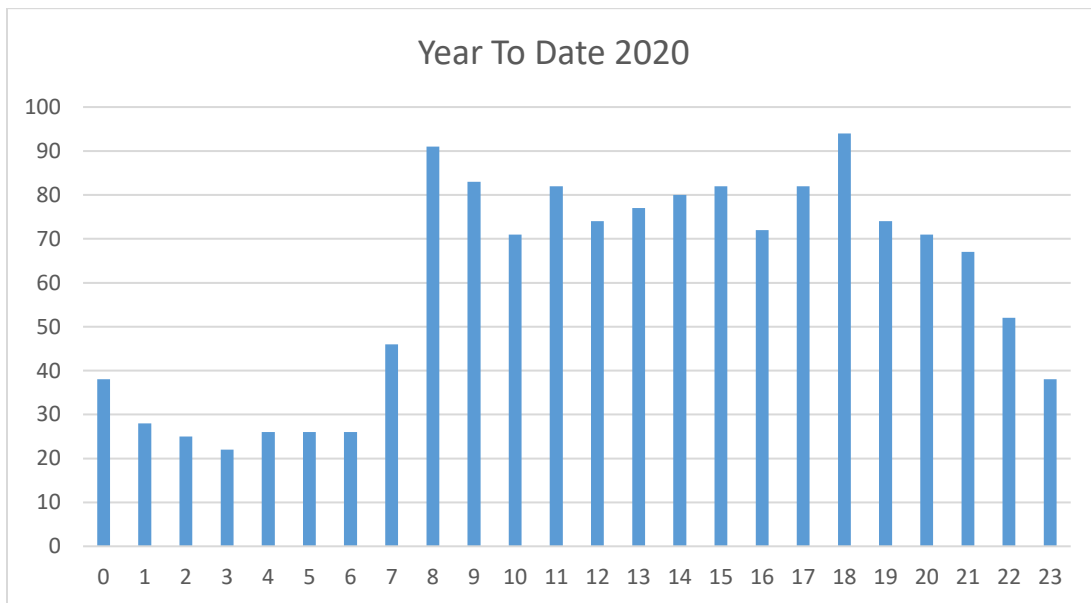
(Totals exclude transfers by M85)

Incident Type	Incident Description	Number of Incidents
112	Fires in structure other than in a building	1
143	Grass fire	1
151	Outside rubbish, trash or waste fire	1
160	Special outside fire, Other	1
251	Excessive heat, scorch burns with no ignition	1
311	Medical assist, assist EMS crew	1
321C	EMS call, Cardiac	21
321G	EMS call, General Medical	83
321N	EMS call, Cancelled at Scene No Pt. Contact	4
321R	EMS call, Respiratory	16
321T	EMS call, Trauma, Excluding vehicle accident with injury	42
321X	EMS call, Transfer	13
322	Motor Vehicle accident with injuries	9
324	Motor Vehicle Accident with no injuries	3
352	Extrication of victim(s) from vehicle	1
411	Gasoline or other flammable liquid spill	1
424	Carbon monoxide incident	1
510	Person in distress, Other	1
531	Smoke or odor removal	1
541	Animal problem	3
541S	Animal problem snake	56
542	Animal rescue	1
551	Assist police or other governmental agency	1
553	Public service	2
554	Assist invalid	20
571E	ENGINE/TRUCK Cover assignment, standby, moveup	6
611	Dispatched & cancelled enroute	5
611A	Dispatched & canceled enroute Fire Alarm	2
611F	Dispatched & canceled enroute to Fire	4
611M	Dispatched & canceled enroute Medical	11
611S	Dispatched & canceled enroute Special Duty	2
611T	Dispatched & canceled enroute traffic Collision	2
622	No Incident found on arrival at dispatch address	7
700	False alarm or false call, Other	3
733	Smoke detector activation due to malfunction	6
735	Alarm system sounded due to malfunction	1
743	Smoke detector activation, no fire - unintentional	1
744	Detector activation, no fire - unintentional	1
746	Carbon monoxide detector activation, no CO	2
812	Flood assessment	1

Incidents by Hour of the Day

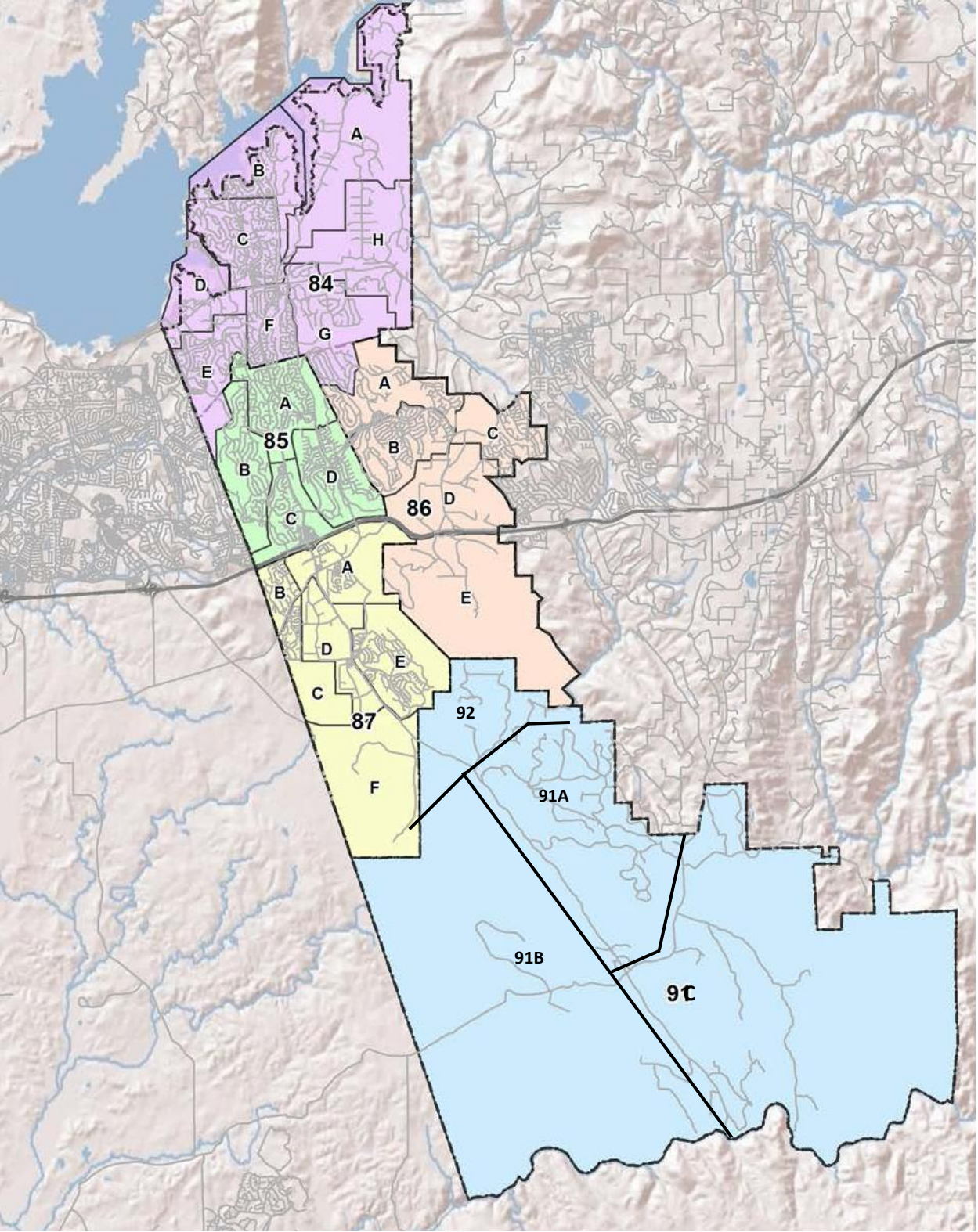


Hour of Day



Hour of Day

Tools – Queries – Incident Report – NFIRS – Count of Incidents by Alarm Hour



Gratitude for the Care Provided

The mother of a 19-year-old female patient who was treated and transported by Engine 84 and Medic 85 C-Shift, contacted EDH to share her gratitude. She expressed her thanks for the *“professionalism, kindness, and great patient care. She was unable to fully express her thanks for all the great care.”*

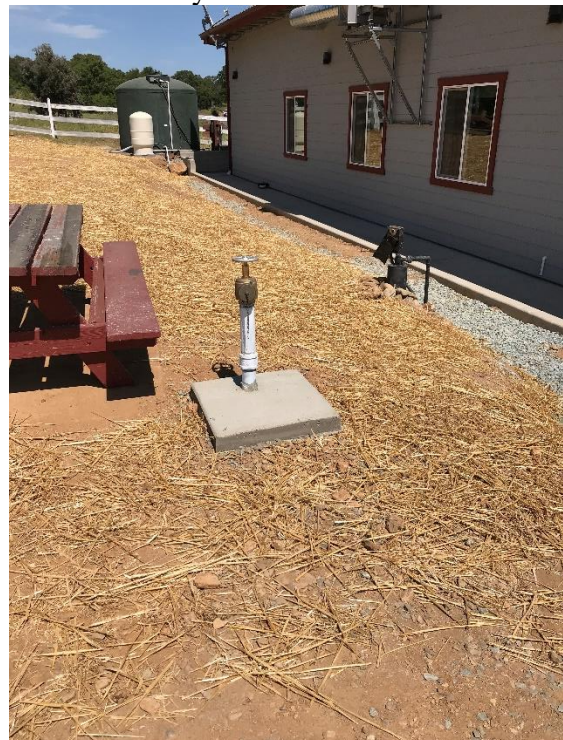
Fire Station 91 Work Project

At the beginning of April, work started on the installation of a wharf hydrant, improved drainage, concrete sidewalks and patio, air compressor house, and fuel island. The work was completed in approximately two weeks. In the following are photos of the finished project. The fuel cell should arrive by the end of May.

New Drain – Northside of Station



New Wharf Hydrant – Northside of Station



Patio & Sidewalk – Eastside of Station



New Drainage Outlet



New sidewalk – Southside of Station



Fuel Cell Pad – Southside of Station



Air Compressor Room – Southside of Station



Air Compressor



Fuel Emergency Shutoff – Near Apparatus Bay



Resolution No. 2020-08
El Dorado Hills County Water District

Resolution of Appreciation
To
Captain/Paramedic Hank Ferlini

WHEREAS, **CAPTAIN/PARAMEDIC HANK FERLINI** has provided loyal, dedicated, and outstanding service to the community of El Dorado Hills and the El Dorado Hills Fire Department during his twenty-one (21) years of paid service from June 29, 1999 through May 4, 2020; and

WHEREAS, Captain/Paramedic Ferlini brought his vast knowledge and experience in both Firefighting and Emergency Medical Service Operations; became known for his strong work ethic, integrity, and dedication to wellness and firefighter fitness; focused on building positive relationships and partnerships within the Department and Community; and

WHEREAS, Captain/Paramedic Ferlini has given unselfishly of his time and interest during the years that he served the District, particularly with regard to providing excellence in Emergency Medical Services and Continuous Quality Improvement, and offering his knowledge and experience to help educate others; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE EL DORADO HILLS COUNTY WATER DISTRICT, that this Board does, on behalf of the District and all its inhabitants, express warm thanks and gratitude to **CAPTAIN/PARAMEDIC HANK FERLINI** for his dedication and commitment as a Captain/Paramedic and does further extend to him best wishes in his retirement from the El Dorado Hills Fire Department and for continued success in all future endeavors.

PASSED AND ADOPTED THIS 21ST DAY OF MAY 2020.

Jim Hartley, President

ATTEST:

Jessica Braddock, Board Secretary

**RESOLUTION OF INTENTION
TO APPROVE AN AMENDMENT TO CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
BOARD OF DIRECTORS
EL DORADO HILLS COUNTY WATER DISTRICT**

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To provide Section 20516 (Employees Sharing Additional Cost) of an additional 1.5% for classic safety members and an additional 1.5% for classic miscellaneous members.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

By: _____
Presiding Officer

Title

Date adopted and approved




EXHIBIT

California
Public Employees' Retirement System



AMENDMENT TO CONTRACT

Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
El Dorado Hills County Water District



The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective October 1, 1978, and witnessed September 20, 1978, and as amended effective December 30, 1986, December 26, 1989, November 21, 1991, January 16, 1992, December 22, 1994, June 26, 2001, July 1, 2002, August 1, 2006, October 22, 2010, September 20, 2011, November 27, 2012, October 11, 2016, August 29, 2017, July 3, 2018, November 20, 2018, July 2, 2019 and March 24, 2020 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 17 are hereby stricken from said contract as executed effective March 24, 2020, and hereby replaced by the following paragraphs numbered 1 through 17 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 60 for classic local miscellaneous members entering membership in the miscellaneous classification on or prior to November 27, 2012, age 55 for classic local miscellaneous members entering membership for the first time in the miscellaneous classification after November 27, 2012, age 62 for new local miscellaneous members, age 50 for classic local safety members entering membership in the safety classification on or prior to November 27, 2012, age 55 for classic local safety members entering membership for the first time in the safety classification after November 27, 2012 and age 57 for new local safety members.

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2. Public Agency shall participate in the Public Employees' Retirement System from and after October 1, 1978 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.
3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Local Fire Fighters (herein referred to as local safety members);
 - b. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
 - a. **ELECTIVE DIRECTORS; AND**
 - b. **POLICE OFFICERS.**

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6. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment before and not on or after August 1, 2006 shall be determined in accordance with Section 21354 of said Retirement Law (2% at age 55 Full).
7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment on or after August 1, 2006 and not entering membership for the first time with this agency in the miscellaneous classification after November 27, 2012 shall be determined in accordance with Section 21354.3 of said Retirement Law (3% at age 60 Full).
8. The percentage of final compensation to be provided for each year of credited current service as a classic local miscellaneous member entering membership for the first time with this agency in the miscellaneous classification after November 27, 2012 shall be determined in accordance with Section 21354 of said Retirement Law (2% at age 55 Full).
9. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
10. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local safety member entering membership in the safety classification on or prior to November 27, 2012 shall be determined in accordance with Section 21362.2 of said Retirement Law (3% at age 50 Full).
11. The percentage of final compensation to be provided for each year of credited current service as a classic local safety member entering membership for the first time with this agency in the safety classification after November 27, 2012 shall be determined in accordance with Section 21363.1 of said Retirement Law (3% at age 55 Full).
12. The percentage of final compensation to be provided for each year of credited prior and current service as a new local safety member shall be determined in accordance with Section 7522.25(d) of said Retirement Law (2.7% at age 57 Full).
13. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 21573 (Third Level of 1959 Survivor Benefits) for local miscellaneous members only.
 - b. Section 20042 (One-Year Final Compensation) for those classic local miscellaneous members and classic local safety members entering membership on or prior to November 27, 2012.
 - c. Section 21024 (Military Service Credit as Public Service) for local safety members only.

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- d. Section 20903 (Two Years Additional Service Credit).
- e. Section 21427 (Improved Nonindustrial Disability Allowance).
- f. Section 21623.5 (\$5,000 Retired Death Benefit).
- g. Section 21540.5 (Special Death Benefit – Violent Act).
- h. Section 21547.7 (Alternate Death Benefit for Local Fire Members Credited with 20 or More Years of Service).
- i. Section 20516 (Employees Sharing Cost of Additional Benefits):

Section 21354.3 (3% at age 60 Full) for local miscellaneous members. From and after the September 20, 2011 for those local miscellaneous members entering membership on or prior to November 27, 2012 and until October 11, 2016 the miscellaneous employees of Public Agency shall be assessed an additional 3% of their compensation for a total contribution rate of 11% pursuant to Government Code Section 20516.

Section 21362.2 (3% at age 50 Full) and Section 21363.1 (3% at age 55 Full) for local safety members. From and after September 20, 2011 and until October 11, 2016 the safety employees of Public Agency shall be assessed an additional 3% of their compensation for a total contribution rate of 12% pursuant to Government Code Section 20516.

- j. Section 20475 (Different Level of Benefits): Section 21354 (2% at age 55 Full) and Section 20037 (Three-Year Final Compensation) are applicable to classic local miscellaneous members entering membership for the first time with this agency in the miscellaneous classification after November 27, 2012.

Section 21363.1 (3% at age 55 Full) and Section 20037 (Three-Year Final Compensation) are applicable to classic local safety members entering membership for the first time with this agency in the safety classification after November 27, 2012.

- k. Section 20516 (Employees Sharing Additional Cost):

From and after October 11, 2016 and until August 29, 2017, 3.5% for classic local miscellaneous members.

From and after October 11, 2016 and until November 20, 2018, 6% for classic local safety members.

From and after August 29, 2017 and until July 3, 2018, 4% for classic local miscellaneous members.

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From and after July 3, 2018 and until July 2, 2019, 4.5% for classic local miscellaneous members.

From and after November 20, 2018 and until July 2, 2019, 7.5% for classic local safety members.

From and after July 2, 2019, and until the effective date of this amendment to contract, 5% for classic local miscellaneous members.

From and after July 2, 2019, and until the effective date of this amendment to contract, 9% for classic local safety members.

From and after the effective date of this amendment to contract, 6.5% for classic local miscellaneous members.

From and after the effective date of this amendment to contract, 10.5% for classic local safety members.

The portion of the employer's contribution that the member agrees to contribute from his or her compensation, over and above the member's normal contribution ("Cost Sharing Percentage"), shall not exceed the Employer Normal Cost Rate, as that rate is defined in the CalPERS Actuarial Valuation for the relevant fiscal year. If the Cost Sharing Percentage will exceed the relevant Employer Normal Cost Rate, the Cost Sharing Percentage shall automatically be reduced to an amount equal to, and not to exceed, the Employer Normal Cost Rate for the relevant fiscal year.

- I. Section 20434 ("Local Fire Fighter" shall include any officer or employee of a fire department employed to perform firefighting, fire prevention, fire training, hazardous materials, emergency medical services, or fire or arson investigation services as described in Government Code Section 20434).
 - m. Section 21574 (Fourth Level of 1959 Survivor Benefits) for local safety members only.
- 14. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.
- 15. Public Agency shall also contribute to said Retirement System as follows:
 - a. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.

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- b. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
- 16. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
- 17. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the _____ day of _____, _____.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
EL DORADO HILLS COUNTY WATER
DISTRICT

BY _____
ARNITA PAIGE, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk

DEAR 1ST RESPONDERS,

JUST A NOTE THANKS FOR
ALL YOU DO ESPECIALLY DURING
THESE CRAZY TIMES. YOUR
SERVICES SERVICE IS ALWAYS
APPRECIATED!

Sony SPPS - OAHUN & JOHAN

Hi I'm Bella , I'm 11 years
old. I attend Rolling Hills middle
School. My All American softball
team and I wanted to send you
a note, thanking you for
all you are doing during
this difficult times.

From, Bella



STERLING
ADMINISTRATION

Dear Friends & families at
El Dorado Hills County fire ...

We are thinking about each
of you and wanted to express our
appreciation for your continued
bravery as first responders
during our global crisis and of
course always!

We are so proud of your
Department and wanted to
take a moment to say "Thank
you" everyone at EDHC-FD!
Stay safe & Be Well!

Warm Regards,
John

1.800.617.4729

www.sterlingadministration.com