

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
EIGHT HUNDRED THIRTY-FIFTH MEETING
Thursday, September 16, 2021
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.

Anyone who would like to participate in the meeting via Zoom may use the link or conference line below:

Zoom Webinar Video Conference link:

<https://us02web.zoom.us/j/82603873679?pwd=RTd1ZGQwY2x5bXp2VlBqbTJpVBFZz09>

Webinar ID: 826 0387 3679

Passcode: 614370

Conference Dial in:

1-669-900-9128

Please submit your comments in writing to inquiries@edhfire.com and they will be entered into the public record. If you are healthy and choose 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.

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
- II. Closed Session Items
 - A. Closed Session pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation: Fire Chief
 - B. Closed Session pursuant to Government Code Sections 54956.9(d)(2) and 54956.9 (d)(4); potential litigation; two matters
- III. Pledge of Allegiance
- IV. 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 834th Board meeting held August 19, 2021
 - B. Approve Financial Statements and Check Register for August 2021
End Consent Calendar
- V. 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.

- VI. Correspondence
- VII. Attorney Items
- VIII. Committee Reports
 - A. Administrative Committee (Directors Durante and Hartley)
 - B. Finance Committee (Directors Bennett and Giraudo)
 - C. Joint Powers Authority (Directors Giraudo and White)
 - D. Communications (Ad-Hoc) (Directors Bennett and Durante)
 - E. Training Center (Ad-Hoc) (Directors Hartley and White)
- IX. Fire Chief's Report
- X. Operations Report
 - A. Operations Report (Receive and File)
- XI. Community Risk Reduction Report
 - A. CRRD Report (Receive and File)
- XII. Fiscal Items
 - A. Review and approve reclassification of Operations Specialist position to Fire Equipment Mechanic position
 - B. Public Hearing: Review and approve Resolution 2021-12 approving the Final Budget for fiscal year 2021/22 and authorize expenditures from Reserve Funds
 - C. Review annual Development Fee balance and expenditures report
 - D. Review and approve Resolution 2021-13 updating the development impact fee schedule for fiscal year 2020-21 inflation
 - E. Review and approve ACH draft from Technology Credit Corporation to purchase solar systems at Stations 84 and 87
- XIII. New Business
 - A. Receive and file the Development Fee 5-year Findings Report
 - B. Review and approve Resolution 2021-14 of appreciation to Captain Matt Beckett for his service to the Department
 - C. Review and approve strike team reimbursement to Deputy Chief Dustin Hall
 - D. Review and approve strike team reimbursement to Deputy Chief Michael Lilienthal
 - E. Review and discuss LAFCO Special District Election ballot
- XIV. Old Business
 - A. Review and approve task order from RDC
 - B. Rescue Annexation Update
 - C. Training Facility Update
 - D. EDHCSD/EDHFD 2x2 update (Directors Hartley and White)
- XV. Oral Communications
 - A. Directors
 - B. Staff
 - C. Schedule upcoming committee meetings
- XVI. 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 THIRTY-FOURTH MEETING OF THE BOARD OF DIRECTORS

Thursday, August 19, 2021

5:30 p.m.

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

I. CALL TO ORDER

President White called the meeting to order 5:30 p.m. Directors in attendance: Bennett, Durante, Giraud, Hartley, and White. Staff in attendance: Chief Johnson and Director of Finance Braddock. Counsel Cook was also in attendance.

Meeting adjourned to closed session at 5:30 p.m.

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**

The meeting reconvened at 6:01 p.m. The Board took no action during closed session.

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATION

- A. **Badge pinning of Captain Zarback**– Chief Johnson congratulated Captain Tom Zarback for his recent promotion, and he was pinned by his family.

V. CONSENT CALENDAR

- A. **Approve Minutes of the 832nd Board meeting held July 15, 2021**
B. **Approve Minutes of the 833rd Special Board meeting held August 2, 2021**
C. **Approve Financial Statements and Check Register for July 2021**

Director Durante made a motion to approve the Consent Calendar, seconded by Director Hartley and unanimously carried.

VI. ORAL COMMUNICATIONS

- A. **EDH Professional Firefighters** – Dale Hemstark, Vice-president, offered his congratulations to Captain Zarback and reported the value of hiring lateral firefighters during the busy fire season and staffing shortage.
B. **EDH Firefighters Association** – None
C. **Public Comment** – None

VII. CORRESPONDENCE – None

VIII. ATTORNEY ITEMS – None

IX. COMMITTEE REPORTS

- A. **Administrative Committee (Directors Durante and Hartley)** – Director Hartley reported that he is hopeful that the strategic plan will be ready for review sometime in September or October.
 - B. **Finance Committee (Directors Bennett and Giraud)** – No report.
 - C. **Joint Powers Authority (Directors Giraud and White)** – Chief Johnson stated the JPA is continuing to work through some challenges, but there is nothing significant to report.
 - D. **Communications (Ad-Hoc) (Directors Bennett and Durante)** – Chief Johnson stated that the committee was able to meet and tour the SRFCC dispatch facility and get some questions answered. He hopes to schedule a time to tour Camino as soon as COVID protocols allow.
 - E. **Training Center (Ad-Hoc) (Directors Hartley and White)** – Chief Johnson stated that Staff had some internal stakeholder committee meetings and is still awaiting some information from the consultant. He added the RFP will be brought to the Board as soon as that information is received.
- X. **FIRE CHIEF’S REPORT** – Chief Johnson reported the following to the Board:
- Staff is working on scheduling a Rescue annexation meeting with the Rescue and EDH Board committee members, as well as El Dorado County officials.
 - A COVID -19 update was sent out to Staff with the recent significant changes.
 - Staff members participated in the National Night Out events in El Dorado Hills and Rescue.
 - Staff has been out on strike teams and trying to help find solutions for fire coverage in the District and throughout the State.
- XI. **OPERATIONS REPORT**
- A. **Operations Report (Receive and file)** – Received and filed.
- XII. **COMMUNITY RISK REDUCTION REPORT**
- A. **CRRD Report (Receive and file)** – Prevention Specialist Casey Ransdell reported that the CRRD team continues to be very busy and has developed some evaluation standards they are working towards.
- XIII. **FISCAL ITEMS** –
- A. **Public Hearing: Review and approve Resolution 2021-10 adopting the appropriation limits for the 2021-22 fiscal year**
- The public hearing was opened at 6:31 p.m.
- Director of Finance Braddock explained the appropriations limit calculation and stated that the District’s appropriations are well under the limit.
- The public hearing was closed at 6:33 p.m.
- Director Giraud made a motion to approve Resolution 2021-10 adopting the appropriation limits for the 2021-22 fiscal year, seconded by Director Bennett, and unanimously carried.*

- B. Review and approve ACH draft from Technology Credit Corporation to purchase solar systems at Stations 85 and 86** – Director of Finance Braddock reported that Technology Credit Corporation provided the official quote for the solar systems at Stations 85 and 86 and Staff is requesting approval to make the ACH transfer to pay for those systems.

Director Giraud made a motion to approve ACH draft from Technology Credit Corporation to purchase solar systems at Stations 85 and 86, seconded by Director White, and unanimously carried.

XIV. NEW BUSINESS

- A. Review and approve compensation to Chief Lilienthal for OES assignment** – Chief Lilienthal reported that he was deployed for a strike team from 7/1-7/15 and the presented staff report outlines the time he was out as well as the calculation of the requested compensation.

Director Durante made a motion to approve the compensation to Chief Lilienthal for OES assignment, seconded by Director White, and unanimously carried.

- B. Review and approve Resolution 2021-11 of appreciation to Captain Rob Karnow for his service to the Department** – Director White read Resolution 2021-11 of appreciation to Captain Rob Karnow presented for approval.

Director Giraud made a motion to approve Resolution 2021-11 of appreciation to Captain Rob Karnow for his service to the Department, seconded by Director Bennett, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)

- C. Review and approve job reclassification and salary range for the position of Community Risk Reduction Specialist** – Director of HR Cora Hall presented a report on a job reclassification for the position of Community Risk Reduction Technician to Community Risk Reduction Specialist.

Director Bennett made a motion to approve the job reclassification and salary range for the position of Community Risk Reduction Specialist, seconded by Director Durante, and unanimously carried.

- D. Review and approve updated Public Salary Schedule effective 8/19/2021**– Director of Finance Braddock stated that the only proposed change to the presented salary schedule is the salary adjustment from Community Risk Reduction Technician to Community Risk Reduction Specialist.

Director Giraud made a motion to approve the updated salary schedule effective 8/19/21, seconded by Director Hartley, and unanimously carried.

XV. OLD BUSINESS

- A. **Rescue Annexation Update** – No further report.
- B. **Training Facility Update** – No report.
- C. **EDHCSD/EDHFD 2x2 update (Directors Hartley and White)** – No report.

XVI. ORAL COMMUNICATIONS

- A. **Directors** – Director Durante reported that the association golf tournament is coming soon and encouraged staff to attend, and he thanked Chief Johnson for the strike team updates. Directors Hartley and White thanked fire and office personnel for their dedication and professionalism.
- B. **Staff** – Chief Johnson thanked staff for their commitment to the busy fire season and encouraged those attending to keep those in the Grizzly Flats area in their hearts and minds, stating there were devastating effects of the fire.
- C. **Schedule upcoming committee meetings** – None

XVII. ADJOURNMENT

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

The meeting adjourned at 6:58 p.m.

Approved:

Tim White, President

Jessica Braddock, Board Secretary

This is a summary of the meeting. Board Meetings are recorded, and anyone wanting to listen to the full meeting recording should contact the main office at 916-933-6623 or inquiries@edhfire.com.

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending August 31, 2021



				(Target 16.7%)		
	PRELIMINARY Budget FY21/22	Actual August 2021	Actual YTD August 31, 2021	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
Revenue						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	20,465,435			(20,465,435)		
3270 · Unsecured Tax Revenue	409,143			(409,143)		
3280 · Homeowners Tax Revenue	165,396			(165,396)		
3320 · Supplemental Tax Revenue	375,000	45,491	45,491	(329,509)		
3330 · Sacramento County Revenue	32,728			(32,728)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,900			(36,900)		
3335.3 · Latrobe Base Transfer	86,642			(86,642)		
3340 · Property Tax Administration Fee	(426,045)			426,045		
Total 3240 · Tax Revenue	21,145,199	45,491	45,491	(21,099,709)	0%	
3500 · Misc. Operating Revenue						
3506 · CRRD Cost Recovery Fees	200,000	21,997	46,987	(153,013)	23%	
3507 · Hosted Training Revenue	40,000	-	1,050	(38,950)	3%	
3512 · JPA Revenue	1,150,000	95,833	191,667	(958,333)	17%	
3513 · Rental Income (Cell site)	54,180	4,515	9,030	(45,150)	17%	
3514.1 · Operating Grants Revenue	-		-	-	0%	
3514.2 · Capital Grants Revenue	-		-	-	0%	
3515 · OES/Mutual Aid Reimbursement	500,000	73,943	73,943	(426,057)	15%	
3520 · Interest Earned	85,000	195	195	(84,805)	0%	
3500 · Misc. Operating Revenue - Other	132,000	78,759	98,955	(33,045)	75%	
Total 3500 · Misc. Operating Revenue	2,161,180	275,242	421,826	(1,739,354)	20%	
Total Operating Revenue	\$ 23,306,379	\$ 320,732	\$ 467,317	\$ (22,839,063)	2%	
3550 · Development Fee						
3560 · Development Fee Revenue	1,200,000	108,632	193,247	(1,006,753)	16%	
3561 · Development Fee Interest	-	2,698	2,698	2,698	100%	
Total 3550 · Development Fee	1,200,000	111,331	195,945	(1,004,055)	16%	
3568 · Proceeds from Insurance	-	-	3,003	3,003	100%	
3570 · Proceeds from Sale of Assets	-			-	0%	
Total Revenue	\$ 24,506,379	\$ 432,063	\$ 666,264	\$ (23,840,115)	3%	

LAIF interest recorded on quarterly basis
Collected Rescue Shared Services Agreement
Admin Fee in Aug-21

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending August 31, 2021



					(Target 16.7%)	
	PRELIMINARY Budget FY21/22	Actual August 2021	Actual YTD August 31, 2021	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
Expenditures						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	7,267,160	559,704	1,124,760	6,142,400	15%	
6011 · Education/Longevity Pay	510,677	37,581	72,566	438,111	14%	
6016 · Salaries & Wages, Admin/Prev	1,078,962	91,733	171,428	907,534	16%	
6017 · Intern/Volunteer Stipends	3,000	195	195	2,805	7%	
6018 · Director Pay	16,000	700	700	15,300	4%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,489,423	212,253	261,478	1,227,946	18%	
6019.2 · Overtime, Outside Aid	400,000	228,418	456,983	(56,983)	114%	Strike team OT recorded to date
6019.3 · Overtime, JPA	200,000	33,808	77,700	122,300	39%	
Total 6019 · Overtime	2,089,423	474,478	796,160	1,293,263	38%	
6020 · P.E.R.S. Retirement	3,328,812	133,887	1,875,445	1,453,367	56%	Annual UAL lump sum payments made in Jul-21
6030 · Workers Compensation	636,007	(12,625)	89,303	546,703	14%	
6031 · Life Insurance	6,895	-	1,049	5,846	15%	
6032 · P.E.R.S. Health Benefits	1,805,134	151,918	291,573	1,513,561	16%	
6033 · Disability Insurance	21,594	3,393	3,392	18,202	16%	
6034 · Health Cost of Retirees	1,117,608	72,872	144,114	973,493	13%	
6040 · Dental/Vision Expense	239,460	13,342	30,999	208,461	13%	
6050 · Unemployment Insurance	15,120	86	1,093	14,027	7%	
6070 · Medicare	158,626	17,442	32,111	126,515	20%	High OT due to strike teams season timing
Total 6000 · Salaries & Wages	18,294,477	1,544,707	4,634,888	13,659,589	25%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	53,800	-	24,600	29,200	46%	Semi-annual uniform allowance paid in Jul-21
6102 · Other Clothing & Personal Supplies	59,915	40,234	40,754	19,161	68%	Dual compliant pants purchased in Aug-21
Total 6100 · Clothing & Personal Supplies	113,715	40,234	65,354	48,361	57%	
6110 · Network/Communications						
6111 · Telecommunications	53,387	3,529	4,185	49,202	8%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending August 31, 2021



					(Target 16.7%)	
	PRELIMINARY Budget FY21/22	Actual August 2021	Actual YTD August 31, 2021	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
6112 · Dispatch Services	60,000	-	-	60,000	0%	
6113 · Network/Connectivity	61,492	4,831	9,999	51,493	16%	
Total 6110 · Communications	174,879	8,360	14,184	160,695	8%	
6120 · Housekeeping	59,037	4,360	7,761	51,276	13%	
6130 · Insurance						
6131 · General Insurance	72,600	-	-	72,600	0%	Timing of insurance renewal payment
Total 6130 · Insurance	72,600	-	-	72,600	0%	
6140 · Maintenance of Equipment						
6141 · Tires	35,000	-	5,337	29,663	15%	
6142 · Parts & Supplies	50,000	1,282	1,030	48,970	2%	
6143 · Outside Work	140,000	1,702	3,039	136,961	2%	
6144 · Equipment Maintenance	35,994	276	2,328	33,666	6%	
6145 · Radio Maintenance	20,250	1,538	1,538	18,713	8%	
Total 6140 · Maintenance of Equipment	281,244	4,797	13,271	267,973	5%	
6150 · Facilities Maintenance	215,700	3,731	4,692	211,008	2%	
6160 · Medical Supplies						
6161 · Medical Supplies	60,975	2,376	4,113	56,862	7%	
Total 6160 · Medical Supplies	60,975	2,376	4,113	56,862	7%	
6170 · Dues and Subscriptions	15,268	779	3,266	12,001	21%	Firehouse annual subscription paid Jul-21
6180 · Miscellaneous						
6181 · Miscellaneous	12,000	294	674	11,326	6%	
6182 · Honor Guard	2,150	961	275	1,875	13%	Honor Guard plaque for Sta 86
6183 · Explorer Program	2,044	70	70	1,974	3%	
6184 · Pipes and Drums	-	-	-	-	0%	
Total 6180 · Miscellaneous	16,194	1,325	1,019	15,175	6%	
6190 · Office Supplies	29,443	2,892	4,745	24,698	16%	
6200 · Professional Services						
6201 · Audit	15,900	5,948	5,948	9,953	37%	20/21 Audit interim field work paid Aug-21
6202 · Legal/Human Resources	207,050	20,342	13,958	193,092	7%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending August 31, 2021



	PRELIMINARY Budget FY21/22	Actual August 2021	Actual YTD August 31, 2021	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
					(Target 16.7%)	
6203 · Notices	2,500	-	-	2,500	0%	
6204 · Other Professional Services	124,873	1,818	4,806	120,067	4%	
6205 · Elections/Tax Administration	-	-	-	-	0%	
6206 · Public Relations	4,505	41	41	4,464	1%	
Total 6200 · Professional Services	354,828	28,149	24,752	330,076	7%	
6210 · Information Technology						
6211 · Software Licenses/Subscriptions	182,404	2,452	12,232	170,172	7%	
6212 · IT Support/Implementation	271,100	9,982	14,446	256,654	5%	
6213 · IT Equipment	96,175	312	1,578	94,597	2%	
Total 6210 · Information Technology	549,679	12,746	28,256	521,423	5%	
6220 · Rents and Leases						
6221 · Facilities/Equipment Lease	58,064	4,810	9,280	48,784	16%	
6222 · Solar Lease	17,277	5,759	11,518	5,759	67%	Lease payments will be paid through purchase date of solar systems
Total 6220 · Rents and Leases	75,341	10,569	20,798	54,543	28%	
6230 · Small Tools and Supplies	92,316	578	1,643	90,673	2%	
6240 · Special Expenses						
6241 · Non-Hosted Training	180,482	6,471	7,946	172,536	4%	
6241.1 · EDC Hosted Training	30,000	4,842	8,197	21,803	27%	Timing of training
6242 · Fire Prevention	119,050	2,313	8,134	110,916	7%	
Total 6240 · Special Expenses	329,532	13,625	24,277	305,255	7%	
6250 · Transportation and Travel						
6251 · Fuel and Oil	115,341	9,965	11,431	103,910	10%	
6252 · Travel	42,000	2,948	5,342	36,658	13%	
6253 · Meals & Refreshments	23,000	1,026	2,425	20,575	11%	
Total 6250 · Transportation and Travel	180,341	13,939	19,199	161,142	11%	
6260 · Utilities						
6261 · Electricity	17,500	11,053	(1,742)	19,242	-10%	Accrual reversal for 20-21 true-up not yet paid for all stations
6262 · Natural Gas/Propane	25,193	330	330	24,863	1%	
6263 · Water/Sewer	19,161	2,998	2,998	16,163	16%	
Total 6260 · Utilities	61,854	14,381	1,586	60,268	3%	
Total Operating Expenditures	\$ 20,977,422	\$ 1,707,547	\$ 4,873,805	\$ 16,103,617	23%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending August 31, 2021



	PRELIMINARY Budget FY21/22	Actual August 2021	Actual YTD August 31, 2021	Variance YTD Actual to Full Year Budget	(Target 16.7%) YTD Actual % of Full Year Budget	Notes/Comments
Operating Revenue - Operating Expenditures	\$ 2,328,958	\$ (1,386,814)	\$ (4,406,488)	\$ 6,735,446		
6570 · OPEB UAL Lump Sum Payment	24,576	-	-	24,576	0%	Timing of transfer
6720 · Fixed Assets	4,209,128	-	-	4,209,128	0%	Timing of fixed asset purchases
Total Expenditures	\$ 25,211,125	\$ 1,707,547	\$ 4,873,805	\$ 20,337,321	19%	
Total Revenue - Total Expense	\$ (704,746)	\$ (1,275,484)	\$ (4,207,540)	\$ (3,502,794)		
<u>FUND TRANSFERS</u>						
Transfers to Development Fee Fund	\$ 507,868					
Transfers from Development Fee Fund	-					
Transfers to Pension Reserve Fund	(1,000,000)					
Transfers from Capital Replacement Fund	2,501,260					
Transfers to Capital Replacement Fund	(1,304,382)					
Net Change in Unassigned/Non-Spendable Fund Balance	\$ (0)					

El Dorado Hills Fire Department

9/9/2021 5:15 PM

Register: 1000 · Bank of America
 From 08/01/2021 through 08/31/2021
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/01/2021	EFT	VSP Vision Care	6043 · Vision Insurance	Aug-21	595.73	X		750,510.82
08/01/2021	EFT	Technology Credit C...	-split-	Aug-21	5,759.00	X		744,751.82
08/02/2021	EFT	Sterling Administrati...	-split-		278.98	X		744,472.84
08/03/2021	EFT	Sterling Administrati...	-split-		366.00	X		744,106.84
08/03/2021	EFT	Sterling Administrati...	-split-		175.00	X		743,931.84
08/04/2021	EFT	P. G. & E.	-split-	July-21	3,510.49	X		740,421.35
08/04/2021	EFT	El Dorado Disposal ...	-split-	7/01/21-7/31/21	573.20	X		739,848.15
08/04/2021	EFT	Sterling Administrati...	-split-		492.50	X		739,355.65
08/05/2021		Deposit	-split-	Deposit		X	62,942.40	802,298.05
08/05/2021	EFT	Sterling Administrati...	-split-		384.00	X		801,914.05
08/05/2021	24350	7th Dimension LLC	6212 · IT Support/Impl...		9,982.28	X		791,931.77
08/05/2021	24351	Advanced IPM	-split-		334.00	X		791,597.77
08/05/2021	24352	Andrew Doe	-split-		195.00	X		791,402.77
08/05/2021	24353	Aramark	6120 · Housekeeping	Acct. # 792270...	41.20	X		791,361.57
08/05/2021	24354	Arnolds for Awards	6102 · Other Clothing ...		112.61	X		791,248.96
08/05/2021	24355	AT&T	-split-	Jul-21	312.21	X		790,936.75
08/05/2021	24356	Blue Ribbon Personn...	6016 · Salaries & Wag...	Invoice # 11048	1,089.28	X		789,847.47
08/05/2021	24357	Bobbi Bennett	6018 · Director Pay	Jul-21	100.00	X		789,747.47
08/05/2021	24358	Greg F. Durante (Dir...	6018 · Director Pay	Jul-21	100.00	X		789,647.47
08/05/2021	24359	Charles J. Hartley	6018 · Director Pay	Jul-21	100.00	X		789,547.47
08/05/2021	24360	John Girauda	-split-	Jul-21	200.00	X		789,347.47
08/05/2021	24361	Timothy J. White	-split-	Jul-21	200.00			789,147.47
08/05/2021	24362	Chase Bank	2029 · Other Payable	July 2021	600.00	X		788,547.47
08/05/2021	24363	Delta Wireless Inc	-split-		1,537.50	X		787,009.97
08/05/2021	24364	Doug Veerkamp Gen...	6143 · Outside Work	Invoice # 329868	320.66	X		786,689.31
08/05/2021	24365	CA Assoc. of Profess...	-split-	Aug 2021	1,622.50	X		785,066.81
08/05/2021	24366	FasTrak Violation Pr...	-split-	VOID:		X		785,066.81
08/05/2021	24367	G & O Body Shop Inc.	6143 · Outside Work	Inv # 0063697	200.00	X		784,866.81
08/05/2021	24368	Golden State Emerge...	1700 · Deposits	Invoice # WI00...	6,449.99	X		778,416.82
08/05/2021	24369	Hefner, Stark & Mar...	-split-		7,174.25	X		771,242.57
08/05/2021	24370	InterState Oil Compa...	-split-		6,150.55	X		765,092.02
08/05/2021	24371	Mark Weber	3507 · Training Revenue		350.00	X		764,742.02
08/05/2021	24372	National Garage Doo...	-split-		660.00	X		764,082.02
08/05/2021	24373	OfficeTeam	6016 · Salaries & Wag...		1,466.00	X		762,616.02
08/05/2021	24374	Sweet Septic Inc.	6150 · Facilities Maint...	Invoice # 34509	115.00	X		762,501.02
08/05/2021	24375	Time Printing	-split-	Invoice # 5290	946.63	X		761,554.39
08/05/2021	24376	Wells Fargo Bank	2026 · EDH Associate...	July 2021	8,076.25	X		753,478.14
08/06/2021	EFT	ADP HCM	6204 · Other Professio...	Workforce No...	262.50	X		753,215.64
08/06/2021	EFT	ADP	6204 · Other Professio...	Payroll Process...	713.80	X		752,501.84
08/06/2021	EFT	P. G. & E.	-split-	July-21	46.26	X		752,455.58

El Dorado Hills Fire Department

9/9/2021 5:15 PM

Register: 1000 · Bank of America
 From 08/01/2021 through 08/31/2021
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/06/2021	EFT	Sterling Administrati...	-split-		312.00	X		752,143.58
08/09/2021		Deposit	1114 · Due from other ...	Sac County Pro...		X	681.41	752,824.99
08/09/2021	EFT	P. G. & E.	-split-	July-21	6,222.99	X		746,602.00
08/10/2021		Transfer from LAIF	1074 · Local Agency I...	Confirm #1642...		X	665,000.00	1,411,602.00
08/10/2021	EFT	Sterling Administrati...	6204 · Other Professio...		380.00	X		1,411,222.00
08/10/2021	EFT	Sterling Administrati...	-split-		1,381.00	X		1,409,841.00
08/11/2021	EFT	Sterling Administrati...	-split-		699.45	X		1,409,141.55
08/12/2021	PR21-8-1		-split-	Total Payroll T...	125,576.19	X		1,283,565.36
08/12/2021	PR21-8-1		1000 · Bank of Americ...	Direct Deposit	362,506.42	X		921,058.94
08/12/2021	PR21-8-1		1000 · Bank of Americ...	Payroll Checks		X		921,058.94
08/13/2021	EFT	Verizon Wireless	-split-	July-21	2,933.48	X		918,125.46
08/13/2021	EFT	Sterling Administrati...	-split-		184.85	X		917,940.61
08/14/2021	EFT	Sterling Administrati...	-split-		835.00	X		917,105.61
08/15/2021			6204 · Other Professio...	Service Charge	277.62	X		916,827.99
08/15/2021	EFT	Verizon Wireless	-split-	July-21	70.20	X		916,757.79
08/16/2021	EFT	Nationwide Retireme...	-split-	PR21-8-1	19,805.37	X		896,952.42
08/16/2021	EFT	P.E.R.S. Retirement	-split-	PR21-8-1	107,194.53	X		789,757.89
08/16/2021	EFT	P.E.R.S. ING	-split-	PR21-8-1	2,520.23	X		787,237.66
08/16/2021	EFT	P. G. & E.	-split-	July-21	181.28	X		787,056.38
08/16/2021	EFT	De Lage Landen Fina...	6190 · Office Supplies	Account # 152...	301.31	X		786,755.07
08/16/2021	EFT	P. G. & E.	-split-	July-21	88.43	X		786,666.64
08/16/2021	24377	A-CHECK	6202 · Legal/Human R...	Inv # 59-06519...	17.50	X		786,649.14
08/16/2021	24378	Aramark	-split-	Acct. # 792270...	82.40	X		786,566.74
08/16/2021	24379	Benuto Tree Service	-split-	Weed Abatement	18,930.00	X		767,636.74
08/16/2021	24380	Blue Ribbon Personn...	6016 · Salaries & Wag...	Invoice # 11118	1,089.28	X		766,547.46
08/16/2021	24381	Bruce Martin	6241.1 · EDC Hosted ...	Invoice # 21-08	4,221.52			762,325.94
08/16/2021	24382	Burkett's	6190 · Office Supplies	Invoice # 1462...	128.66	X		762,197.28
08/16/2021	24383	Caltronics Business ...	6190 · Office Supplies	Invoice # 3304...	467.80	X		761,729.48
08/16/2021	24384	Churchll's Hardware ...	6233 · Station Tools/S...	Customer Acco...	24.50	X		761,704.98
08/16/2021	24385	Daniel Brekke	6242 · Fire Prevention		85.00	X		761,619.98
08/16/2021	24386	Domco Plumbing, Inc.	-split-	Invoice # 1301...	373.00	X		761,246.98
08/16/2021	24387	Ferrell Gas	6262 · Natural Gas/Pro...	Account # 886...	25.00	X		761,221.98
08/16/2021	24388	Fit Guard	-split-		681.68	X		760,540.30
08/16/2021	24389	Nevada County Prof ...	6182 · Honor Guard		900.00			759,640.30
08/16/2021	24390	The Home Depot Pro	-split-	Supplies	1,145.13	X		758,495.17
08/16/2021	24391	InterState Oil Compa...	6251 · Fuel and Oil		1,285.22	X		757,209.95
08/16/2021	24392	Larry R. Fry	6034 · Health Cost of ...		207.90	X		757,002.05
08/16/2021	24393	Life Assist	-split-		1,853.46	X		755,148.59
08/16/2021	24394	L.N. Curtis & Sons	6102 · Other Clothing ...		2,474.28	X		752,674.31
08/16/2021	24395	Martha Lynn Mangu...	6241 · Non-Hosted Tra...	Invoice # 0284	5,312.50	X		747,361.81

El Dorado Hills Fire Department

9/9/2021 5:15 PM

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08/16/2021	24396	OfficeTeam	-split-		2,932.00	X		744,429.81
08/16/2021	24397	Richardson & Comp...	6201 · Audit	Invoice No. 11...	3,847.50	X		740,582.31
08/16/2021	24398	Trace Analytics, Inc.	6144 · Equipment Mai...	Invoice # 21-1...	178.00	X		740,404.31
08/16/2021	24399	Value Appliance	-split-		601.54	X		739,802.77
08/16/2021	24400	West-Mark Service C...	6142 · Parts & Supplies	Invoice # P109...	483.48	X		739,319.29
08/17/2021		Deposit	-split-	Deposit		X	199,410.99	938,730.28
08/17/2021	EFT	Sterling Administrati...	-split-		408.00	X		938,322.28
08/18/2021		U.S. Bank Telepay	2010 · Accounts Payable	Ref # 1053081...	22,854.51	X		915,467.77
08/18/2021	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Ref # 1053081...	25,021.88	X		890,445.89
08/18/2021	EFT	El Dorado Disposal ...	-split-	7/01/21-7/31/21	347.12	X		890,098.77
08/20/2021	EFT	Sterling Administrati...	-split-		915.05	X		889,183.72
08/23/2021	EFT	P. G. & E.	-split-	July-21	589.34	X		888,594.38
08/23/2021	EFT	Verizon Wireless	-split-	July-21	420.11	X		888,174.27
08/24/2021	EFT	Sterling Administrati...	-split-		392.50	X		887,781.77
08/25/2021		Transfer from LAIF	1074 · Local Agency I...	Confirm #1164...		X	350,000.00	1,237,781.77
08/25/2021	VOIDCH...	Deposit	-split-	VOID CHECK...		X	1,200.00	1,238,981.77
08/25/2021	EFT	Allied Administrator...	6042 · Dental Insurance	September 2021	4,456.55	X		1,234,525.22
08/25/2021	EFT	Paypal Refund	3506 · CRRD Cost Rec...	CRRD Refund	175.10	X		1,234,350.12
08/25/2021	EFT	Sterling Administrati...	-split-		313.00	X		1,234,037.12
08/25/2021	24401	7th Dimension LLC	6213 · IT Equipment	Invoice # 183886	132.33			1,233,904.79
08/25/2021	24402	4640 Golden Foothill...	-split-	Invoice # 21267	5,657.05	X		1,228,247.74
08/25/2021	24403	Aramark	-split-	Acct. # 792270...	82.40	X		1,228,165.34
08/25/2021	24404	Advantage Gear, Inc.	6102 · Other Clothing ...	Invoice # 4517...	12,442.07	X		1,215,723.27
08/25/2021	24405	Big O Tires	6143 · Outside Work		139.94	X		1,215,583.33
08/25/2021	24406	Blue Ribbon Personn...	-split-	Invoice # 1118...	2,093.46			1,213,489.87
08/25/2021	24407	CA Assoc. of Profess...	-split-	Sept 2021	1,770.00	X		1,211,719.87
08/25/2021	24408	Cal Fire	6241.1 · EDC Hosted ...	Invoice # ECF...	1,820.00	X		1,209,899.87
08/25/2021	24409	Capital Building Mai...	-split-	Invoice # 13145	1,117.75	X		1,208,782.12
08/25/2021	24410	Folsom Lake Ford	6143 · Outside Work	Invoice # FOT...	1,041.18	X		1,207,740.94
08/25/2021	24411	Green Valley Road S...	6220 · Rents and Leases	Unit: H19 Tena...	339.00			1,207,401.94
08/25/2021	24412	Hefner, Stark & Mar...	6202 · Legal/Human R...		5,174.00	X		1,202,227.94
08/25/2021	24413	InterState Oil Compa...	-split-		1,862.38	X		1,200,365.56
08/25/2021	24414	Interwest Consulting ...	6242 · Fire Prevention	Invoice # 71136	2,181.25			1,198,184.31
08/25/2021	24415	Irrigation Unlimited	6150 · Facilities Maint...	Invoice # 302	260.24			1,197,924.07
08/25/2021	24416	Liebert Cassidy Whit...	-split-		7,577.00			1,190,347.07
08/25/2021	24417	L.N. Curtis & Sons	6102 · Other Clothing ...		24,159.14	X		1,166,187.93
08/25/2021	24418	Mountain Democrat	6170 · Dues and Subsc...	Invoice # 9359	49.00	X		1,166,138.93
08/25/2021	24419	Nicholas Arnett's Co...	-split-	VOID:		X		1,166,138.93
08/25/2021	24420	OfficeTeam	6016 · Salaries & Wag...		1,466.00			1,164,672.93
08/25/2021	24421	Riebes Auto Parts	6142 · Parts & Supplies	Invoice # 392051	205.24			1,164,467.69

El Dorado Hills Fire Department

9/9/2021 5:15 PM

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/25/2021	24422	Regional Governmen...	6202 · Legal/Human R...	Invoice # 12366	388.75	X		1,164,078.94
08/25/2021	24423	Rotary	-split-	July 2021 Dues	280.00			1,163,798.94
08/25/2021	24424	Scott's PPE Recon, I...	6102 · Other Clothing ...	Invoice # 37307	181.24			1,163,617.70
08/25/2021	24425	Teleflex	6161 · General Medica...	Invoice # 9504...	522.21	X		1,163,095.49
08/25/2021	24426	Value Appliance	-split-		323.13			1,162,772.36
08/26/2021		Transfer from County	-split-	Final Property ...		X	1,067,355.68	2,230,128.04
08/26/2021		Transfer from Paypal	1010 · Paypal	Transfer from ...		X	40,695.95	2,270,823.99
08/26/2021	EFT	Nationwide Retireme...	-split-	PR21-8-2	19,805.37	X		2,251,018.62
08/26/2021	EFT	P.E.R.S. Health	-split-	September 2021	222,572.36	X		2,028,446.26
08/26/2021	EFT	P.E.R.S. ING	-split-	PR21-8-2	2,520.23	X		2,025,926.03
08/26/2021	EFT	P.E.R.S. Retirement	-split-	PR21-8-2	111,086.19	X		1,914,839.84
08/26/2021	EFT	Sterling Administrati...	-split-		130.50	X		1,914,709.34
08/26/2021	EFT	Sterling Administrati...	-split-		52.00	X		1,914,657.34
08/26/2021	PR21-8-2		-split-	Total Payroll T...	147,016.76	X		1,767,640.58
08/26/2021	PR21-8-2		1000 · Bank of Americ...	Direct Deposit	401,099.07	X		1,366,541.51
08/26/2021	PR21-8-2		1000 · Bank of Americ...	Payroll Checks		X		1,366,541.51
08/27/2021	EFT	Sterling Administrati...	-split-		142.00	X		1,366,399.51
08/30/2021	EFT	P.E.R.S. Retirement (...)	6201 · Audit	GASB Reporti...	2,100.00	X		1,364,299.51
08/30/2021	EFT	State Compensation ...	6030 · Workers Compe...	Policy # 11048...	44,651.67	X		1,319,647.84
08/30/2021	EFT	Sterling Administrati...	-split-		150.00	X		1,319,497.84
08/31/2021			3513 · Rental Income (...)	Deposit		X	2,100.00	1,321,597.84
08/31/2021	VOIDCH...		-split-	VOID Check # ...		X	953.12	1,322,550.96
08/31/2021	EFT	Sterling Administrati...	-split-		630.00			1,321,920.96
08/31/2021	EFT	Sterling Administrati...	-split-		970.00			1,320,950.96

August 21, 2021



TO: John Hidahl, Chairman El Dorado County Board of Supervisors
Members of the Board of Supervisors
John Ashton, County Administrator

I have sent letters to Supervisor Lori Parlin, John Hidahl, Chairman of Board of Supervisors, and County Administrator John Ashton. I have not received a response from anyone. If you have not found it necessary to look at the fire hazard that exists adjacent to me and my neighbor's property, I am enclosing pictures. There is only one set, so please share. Would you accept this fire hazard if it affected your property and home? I am also enclosing pictures of a fire hazard on Luneman. I don't want to deal with this one, but someone should be concerned.

The fire dept. told me that if they weren't encumbered by El Dorado County's "Good Neighbor Policy Ordinance", they would be able to require that this fire hazard be abated.

I know the wheels of government turn slowly, so take all the time you need to adopt a new ordinance, or amend the existing ordinance. In the meantime, there is a very simple solution. If a complaint is made to the Fire Department regarding fire hazardous debris on an undeveloped parcel, the fire department will inspect the property and with their approval, will require the property owner to abate the hazard. I am sure that county counsel can prepare a document that can make this happen, especially since Governor Newsom has declared a state of emergency for El Dorado County.

I hope you will approve this emergency measure while you take all the time you need to arrive at a permanent resolution to this problem.

A handwritten signature in cursive script that reads 'Rodney Brown'.

Rodney Brown

CC: El Dorado Hills Fire Dept.
Rescue Fire Dept. ✓

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



MONTHLY OPERATIONS REPORT
AUGUST 2021

*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) - 2021 vs. 2020

Response District	# of Responses <u>AUG. 2021</u>	# of Responses <u>Y.T.D. 2021</u>	# of Responses <u>AUG. 2020</u>	# of Responses <u>Y.T.D. 2020</u>
84	77	567	73	578
85	77	599	65	594
86	43	389	49	379
87	124	896	94	817
91	3	36	4	44
92	3	21	2	14
Mutual Aid	92	515	75	440
Transfer	8	132	15	132
TOTALS	427	3,154	377	2,998

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) – 2021 vs. 2020

Unit Number	# of Responses <u>AUG 2021</u>	# of Responses <u>Y.T.D. 2021</u>	# of Responses <u>AUG 2020</u>	# of Responses <u>Y.T.D. 2020</u>	# of Responses <u>TOTAL 2020</u>
E-84	90	651	81	616	964
T-85/E-85	118	828	88	778	1,172
E-86	76	523	62	505	710
E-87	137	952	103	867	1,249
E-91	31	187	16	172	253
M-85	194	1,625	200	1,604	2,433
B-85	51	355	36	344	511

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

Response (By Type of Call) – August 2021

RESPONSE DISTRICT	FALSE ALARMS	FIRE CALLS	GOOD INTENT CALLS	HAZEROUS CONDITION	EMS, RESCUE CALLS	PUBLIC SERVICE CALLS	EXPLOSIONS	SEVERE WEATHER CALLS	SPECIAL, OTHER CALLS
84	3	3	4	0	60	8	0	0	0
85	3	0	7	2	50	13	1	1	0
86	1	1	1	0	31	9	0	0	0
87	2	3	8	1	89	21	0	0	0
91	0	1	0	0	2	0	0	0	0
92	0	1	0	0	1	1	0	0	0
A/M	1	5	23	1	59	11	0	0	0
TOTAL	10	14	50	4	292	63	1	0	0

(Totals exclude transfers by M85)

Response (Incident Type) – August 2021

Incident Type	Incident Description	Number of Incidents
111	Building fire	2
113	Cooking fire, confined to container	1
118	Trash or rubbish fire, contained	1
131	Passenger vehicle fire	1
137	Camper or recreational vehicle (RV) fire	1
141	Forest, woods or wildland fire	1
142	Brush or brush-and-grass mixture fire	4
143	Grass fire	2
162	Outside equipment fire	1
251	Excessive heat, scorch burns with no ignition	1
300	Rescue, EMS incident, other	1
321	EMS call, excluding vehicle accident with injury	8
321C	EMS call, Cardiac	26
321G	EMS call, General Medical	163
321N	EMS call, Cancelled at Scene No Pt. Contact	11
321R	EMS call, Respiratory	18
321T	EMS call, Trauma, excluding vehicle accident with injury	40
321X	EMS call, Transfer	7
322	Motor vehicle accident with injuries	7
324	Motor Vehicle Accident with no injuries	11
412	Gas leak (natural gas or LPG)	1
440	Electrical wiring/equipment problem, Other	1
444	Power line down	1
445	Arcing, shorted electrical equipment	1
510	Person in distress, Other	3
511	Lock-out	4
522	Water or steam leak	2
541S	Animal problem snake	20
550	Public service assistance, Other	7
553	Public service	4
554	Assist invalid	17
561	Unauthorized burning	1
571E	ENGINE/TRUCK Cover assignment, standby, move up	5

611	Dispatched & cancelled en route	4
611A	Dispatched & canceled en route Fire Alarm	5
611F	Dispatched & canceled en route to Fire	7
611M	Dispatched & canceled en route Medical	14
611S	Dispatched & canceled en route Special Duty	2
611T	Dispatched & canceled en route Traffic Collision	1
622	No Incident found on arrival at dispatch address	10
700	False alarm or false call, Other	1
733	Smoke detector activation due to malfunction	2
736	CO detector activation due to malfunction	1
743	Smoke detector activation, no fire - unintentional	4
745	Alarm system activation, no fire - unintentional	2
812	Flood assessment	1

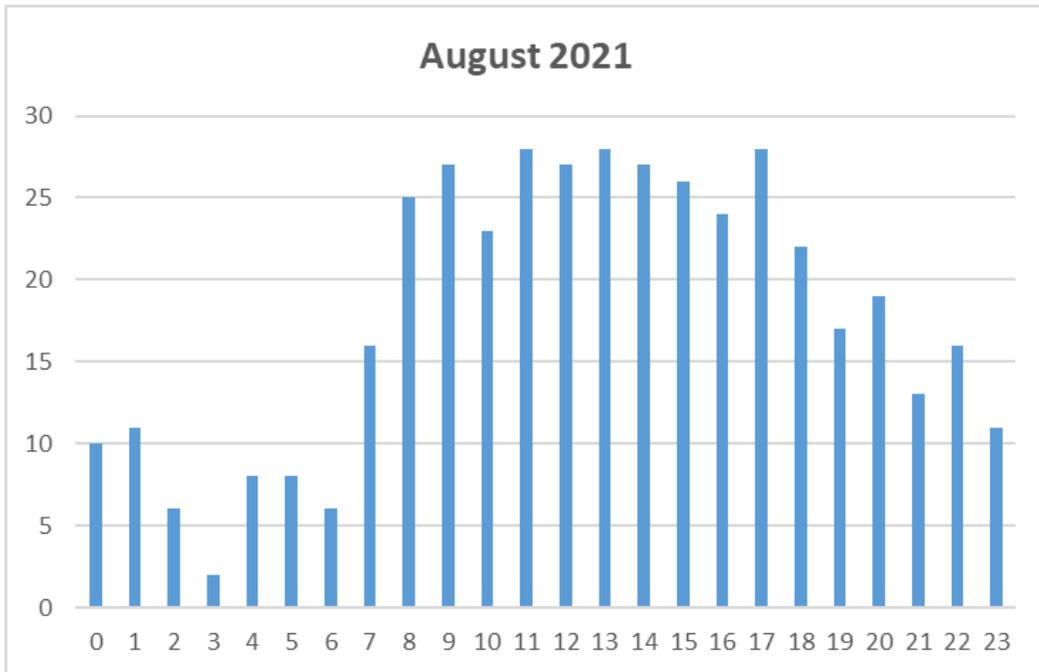
*Emergency Response Summary –
Medic Units Response Time - El Dorado
June 2021*

URBAN RESPONSE,

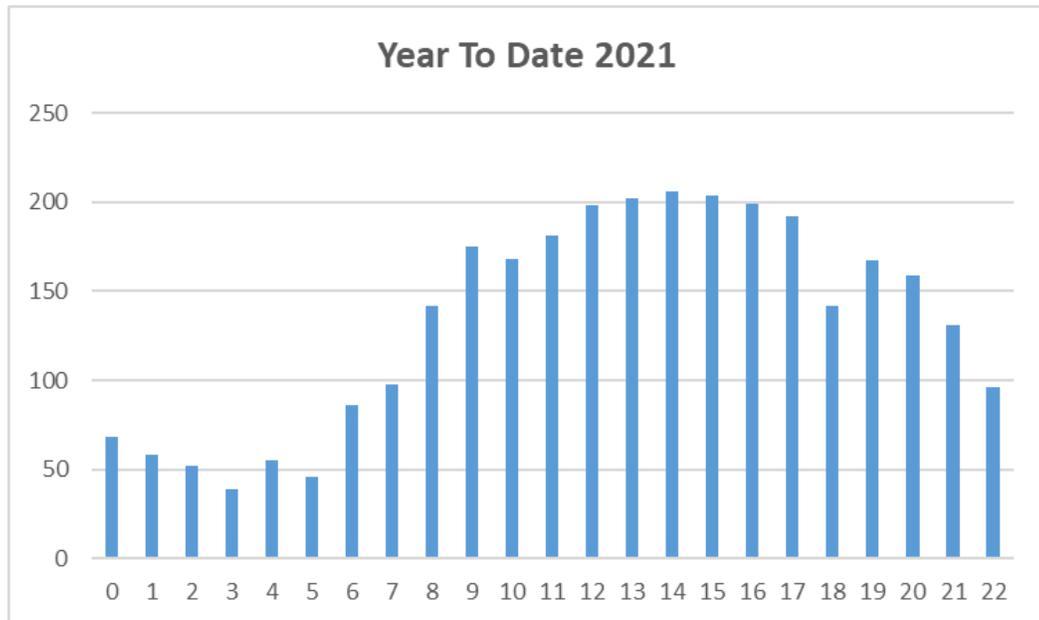
11-minutes, 90% of time

Response Time Between 00:00:00 - 00:00:59	1.83%
Response Time Between 00:01:00 - 00:01:59	2.56%
Response Time Between 00:02:00 - 00:02:59	5.49%
Response Time Between 00:03:00 - 00:03:59	14.29%
Response Time Between 00:04:00 - 00:04:59	27.47%
Response Time Between 00:05:00 - 00:05:59	41.76%
Response Time Between 00:06:00 - 00:06:59	54.58%
Response Time Between 00:07:00 - 00:07:59	67.03%
Response Time Between 00:08:00 - 00:08:59	76.19%
Response Time Between 00:09:00 - 00:09:59	82.78%
Response Time Between 00:10:00 - 00:10:59	85.71%

Incidents by Hour of the Day



Hour of Day



Hour of Day

Training Division Update

August started a training regimen focused on commercial structure firefighting. Crews focused specifically on fire department connections (FDC) and how to improve efficiencies, as well as forcible entry into commercial occupancies during fire ground operations.

One of the hazardous situations that personnel face is during their time in the apparatus while responding to an incident, returning from an incident, or traveling throughout the district during routine operations. Personnel who operate the Department's vehicles are trained in the proper handling and the characteristics of the different types of vehicles, better known as emergency vehicle operations (EVOC). The Department would like to publicly express our gratitude to three of our instructors; Engineers Burvant, Leduc, and Ward.

Crews also completed EMS training of protocol review and situations where a patient was suffering from a crush injury. Personnel faced a scenario where a "patient" was in a traumatic situation with a crush, rescue incidents. Crews reviewed current protocols and treatment algorithms.

EMS – Crush injury/rescue training



Rescue operations



Commercial Occupancy Target Hazard and Forcible Entry



EVOC Training

Off-Road Operations



Serpentine Course



Standpipe and FDC Drill



B-Shift – Chief Antonio Moreno

Strike Team/Task Force/Overhead Assignments

OES ISU 5264

Assigned to the Dixie Fire since 7/28.

OES Engine 4102

08/03: Re-deployed to the Monument Fire near Big Bar in Shasta County. Transmission failure placed the unit out of service on 08/29.

Deputy Chief 8502

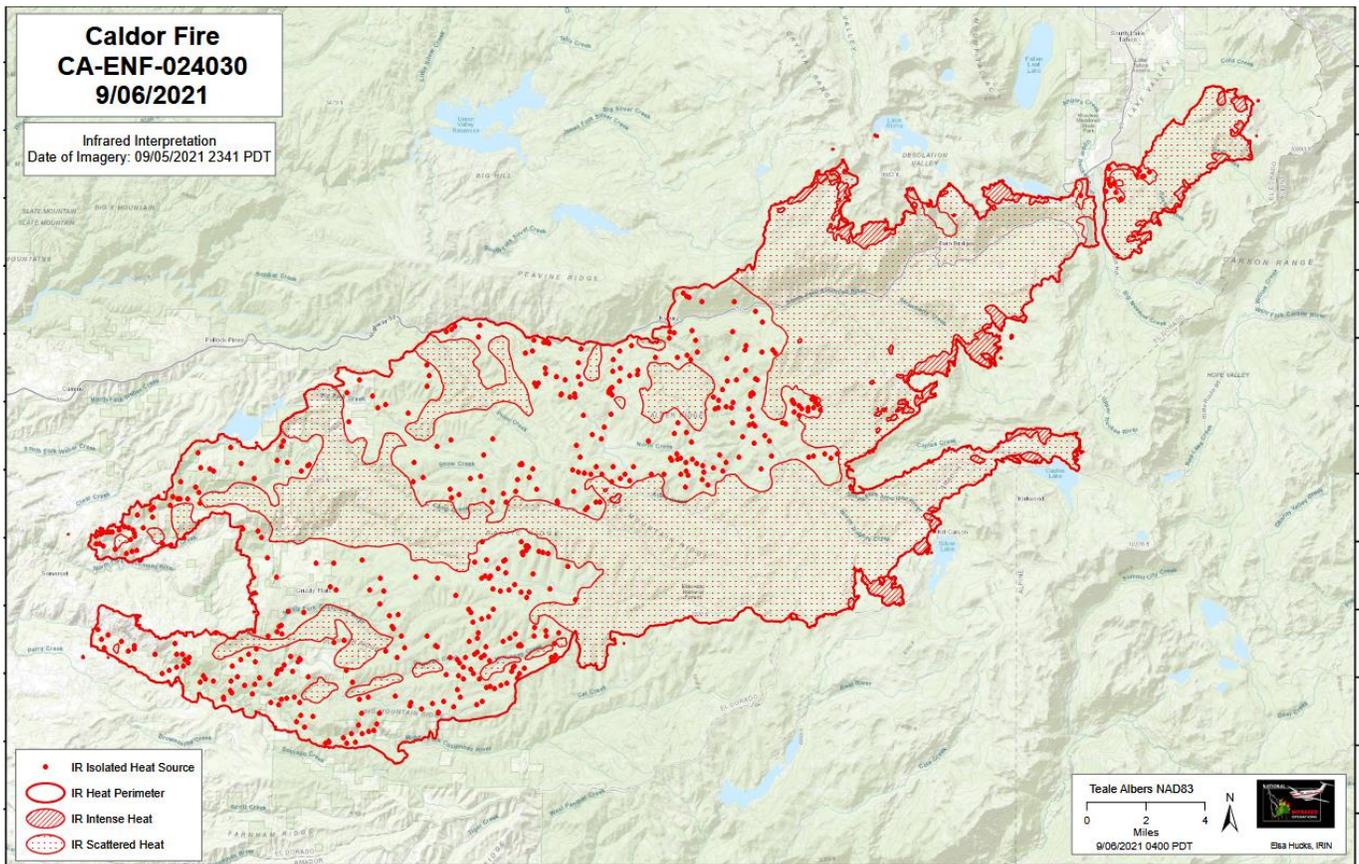
Deployed to the Caldor Fire a Task Force Leader Trainee.

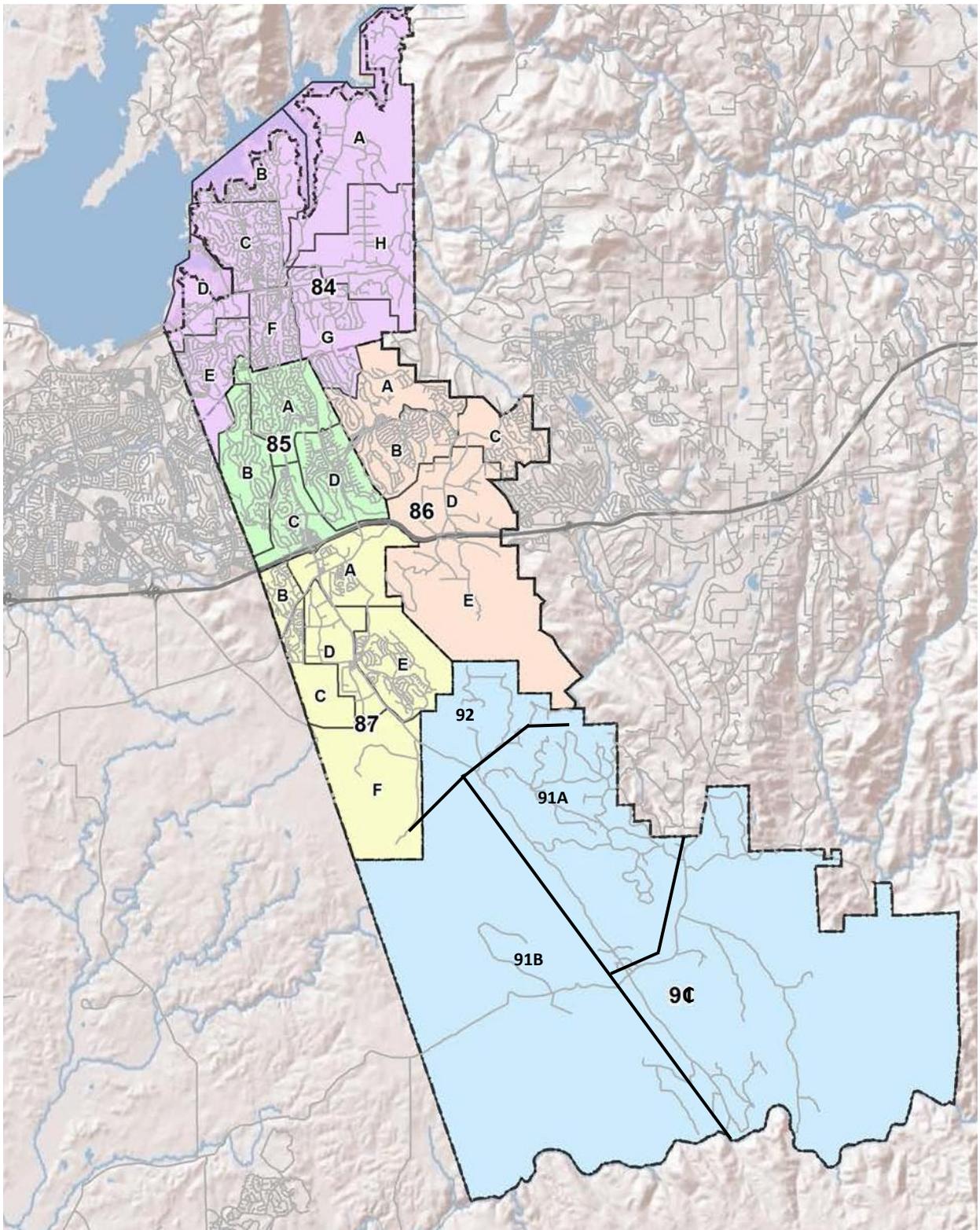
Engine 386

Deployed 08/30 to the Caldor Fire as a single resource. Has been assigned on the Hwy 88 and Hwy 89 corridors in Alpine County.

Engines 84 and 86

Deployed to the Tahoe Basin for the Caldor Fire assigned to immediate need Task Forces for structure protection.





EL DORADO HILLS FIRE DEPARTMENT

“YOUR SAFETY ... OUR COMMITMENT”



Community Risk Reduction Division

September 2021 Report

OVERVIEW

The El Dorado Hills Fire Department, Community Risk Reduction Division (CRRD) continues to see significant residential development and vegetation management program activity throughout the reporting period. Major construction activity continues in the Saratoga Estates, Serrano, Carson Creek, Bell Ranch and Sienna Ridge areas of the district. Beginning July 1st, CRRD staff assumed the responsibility to inspect certain fire safety provisions found in the California Building Code for new single-family dwellings/additions in the district. This has led to a significant increase in the number of smoke alarm/carbon monoxide alarm inspections inside existing homes as part of a remodel permit.

CRRD has received a total of **733** construction permit plan review submittals since 1-1-21. Home construction permit activity was the leading permit submittal type with **448** plan applications received followed by **150** fire protection system applications and **92** miscellaneous applications.

CRRD completed **194** vacant lot and **242** defensible space inspections throughout the district. CRRD also investigated **7** Defensible Space citizen complaints on behalf of the County of El Dorado as part of their Vegetation Management program.

MAJOR ACCOMPLISHMENTS

CRRD staff completed the following activities during the last 30 days:

- Completed **28** site, building and fire protection plan reviews and **296** construction inspections.
- Completed **23** fire and life safety inspections of residential and commercial occupancies.
- Completed **12** car seat installation inspections for new parents.
- Completed **100** inspections of smoke and carbon monoxide alarms in existing homes.
- Staff issued **34** fire lane warning notices to vehicle owners violating parking restrictions.
- **Five** CERT Level II Volunteers assisted the El Dorado County Animal Services Emergency Call Center in their operations during the Caldor Fire between August 18-31.

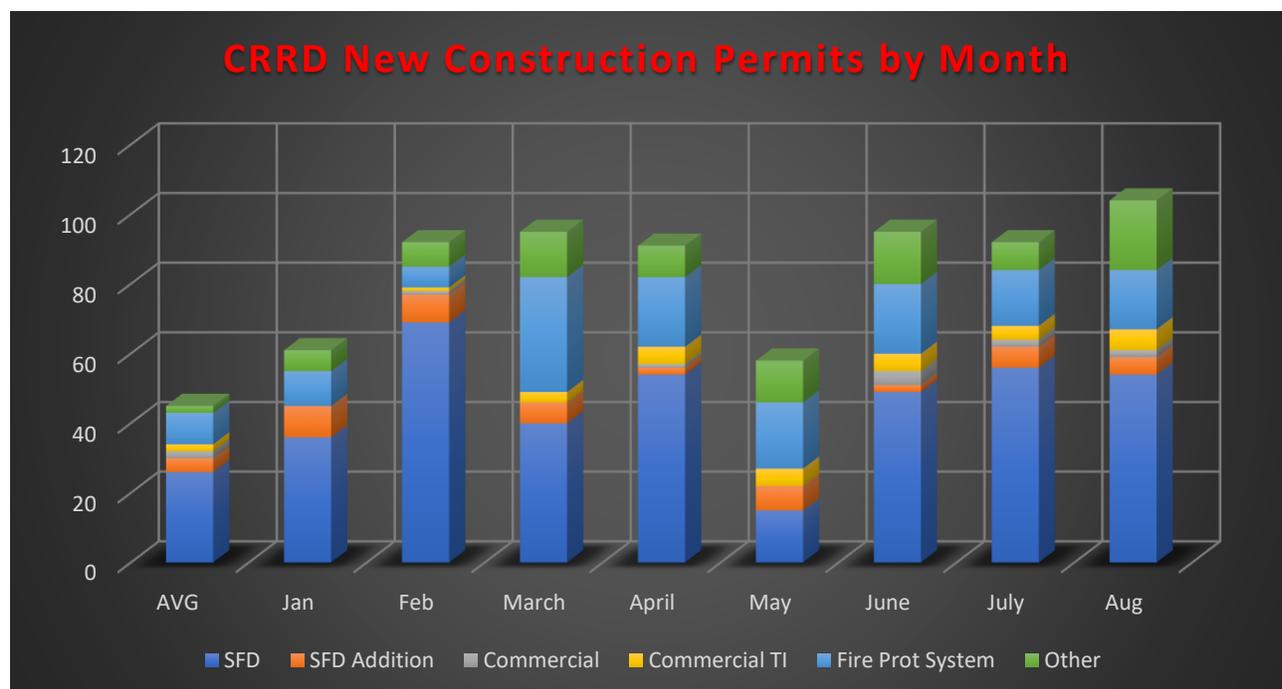


Table 1: 2021 New Construction Permits by Month

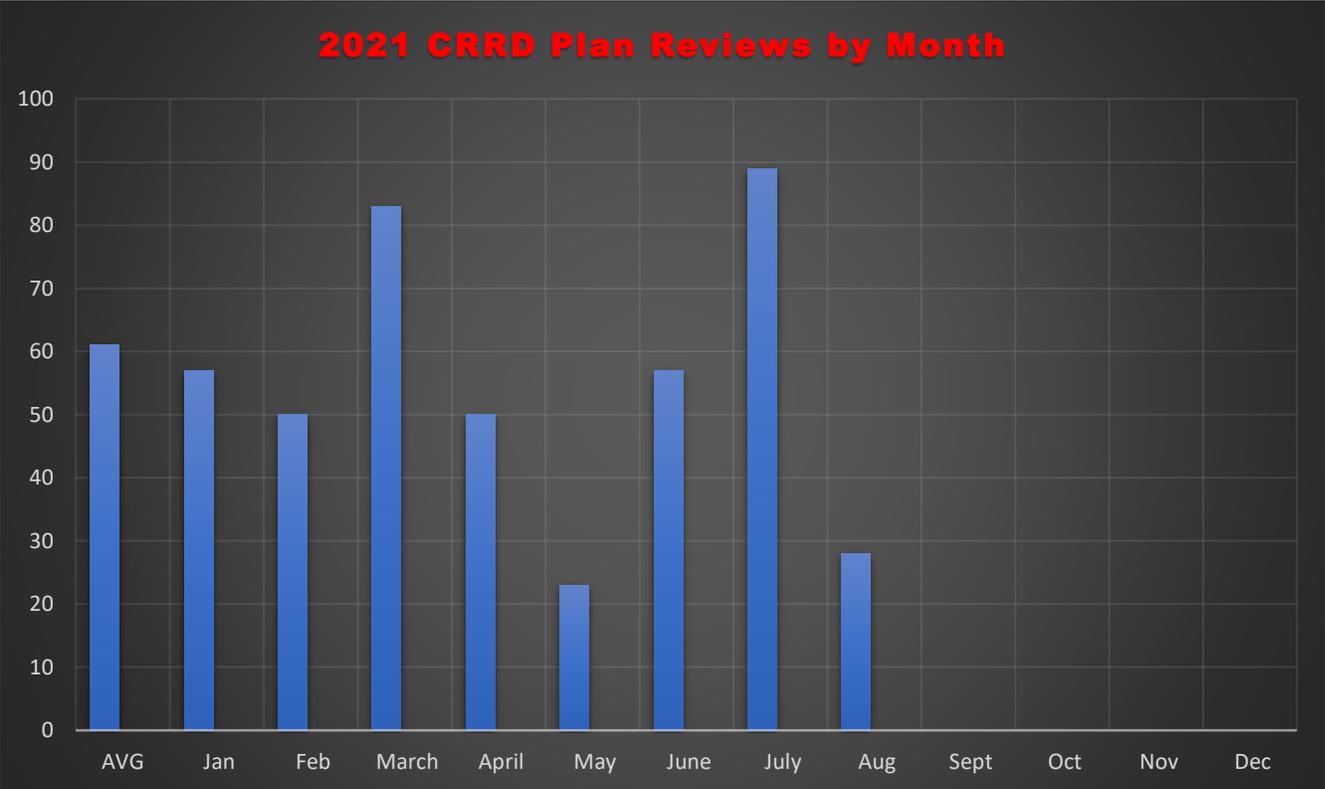


Table 2: Plans Reviews Completed by Month Report

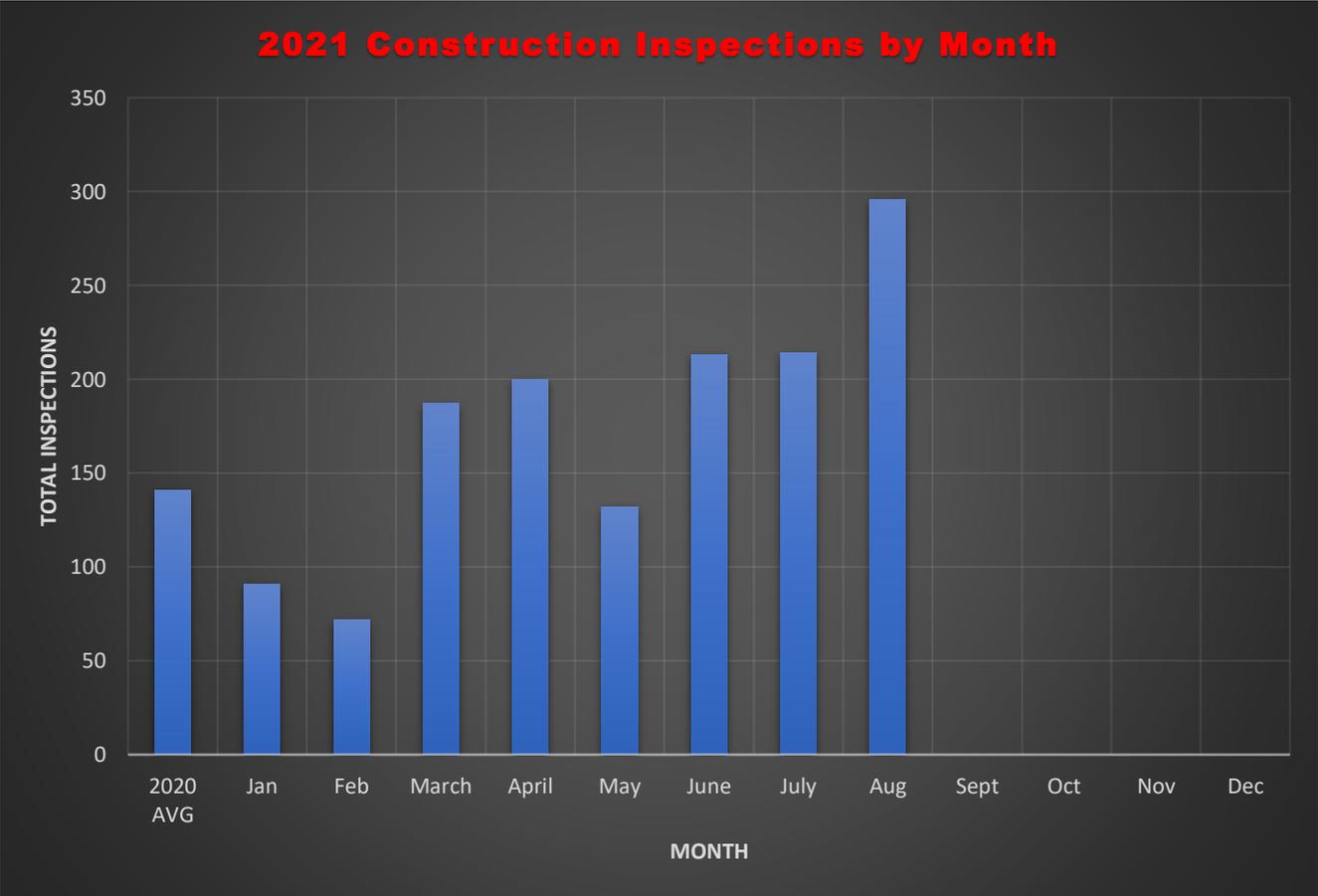


Table 3: Construction Inspections by Month Report

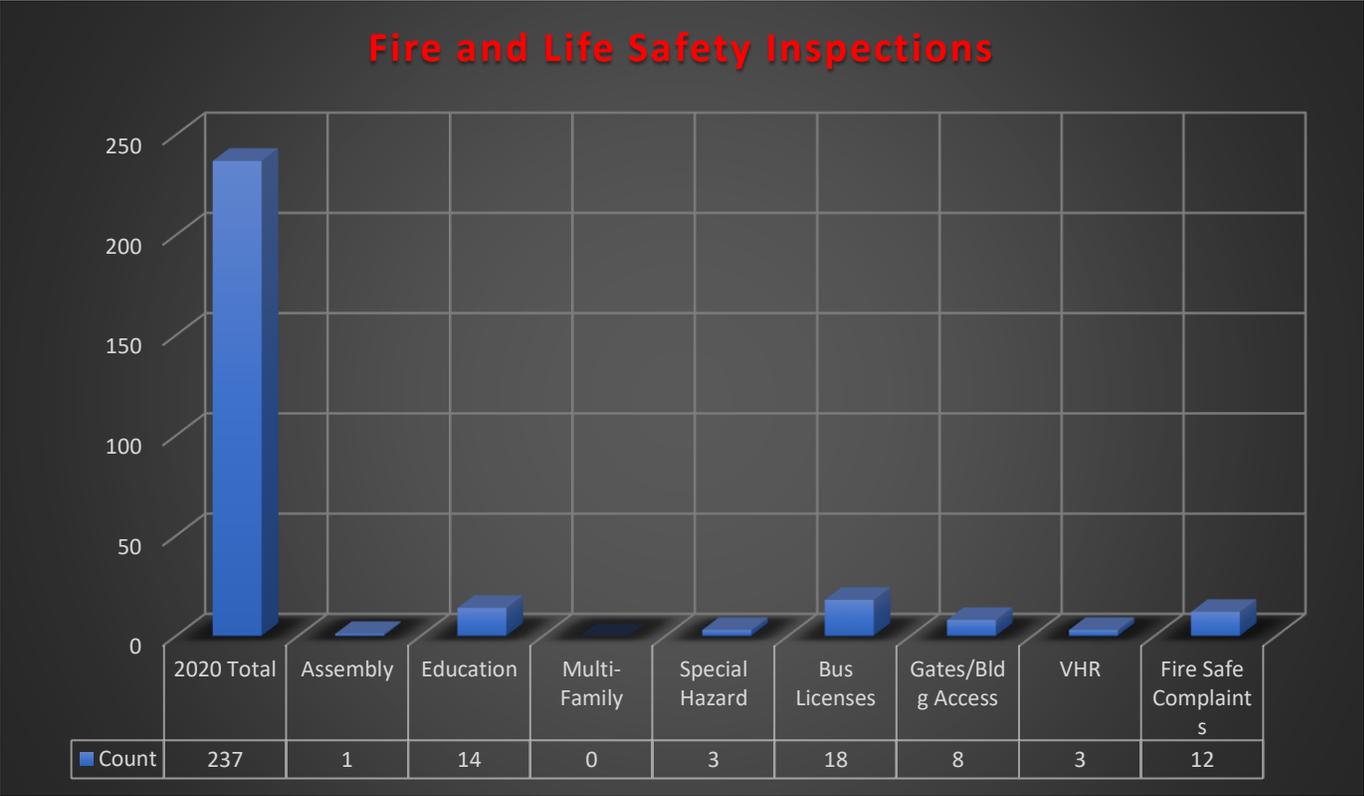


Table 4: Fire and Life Safety Inspection Report

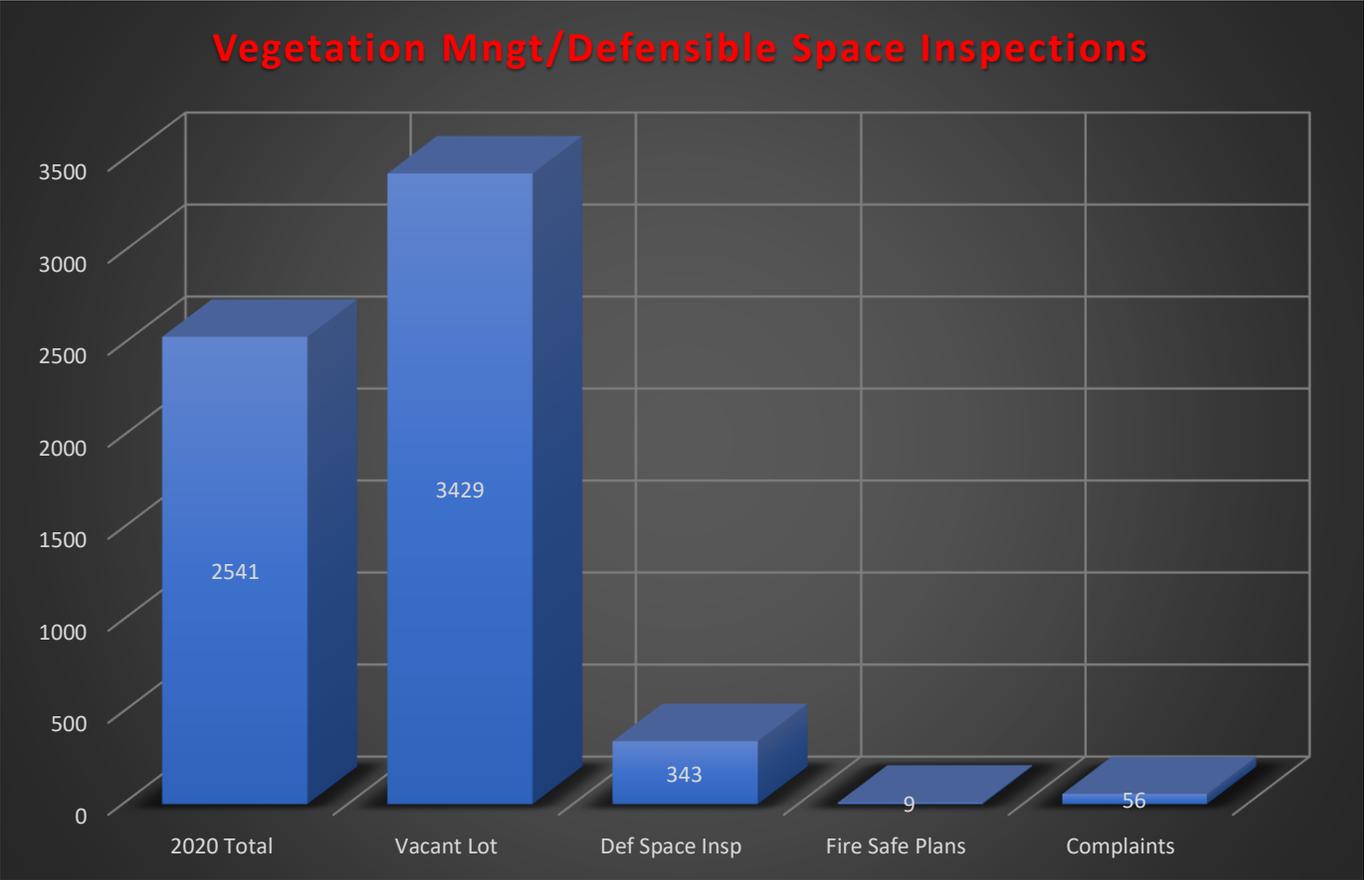


Table 5: Vegetation Management/ Defensible Space Inspections by Type Report

End of Report



El Dorado Hills Fire Department

1050 Wilson Blvd. • El Dorado Hills, CA 95762 • Phone (916) 933-6623 • Fax (916) 933-5983

Maurice Johnson
Fire Chief

DATE: September 16, 2021
TO: Board of Directors
AGENDA ITEM: XIII-A
SUBJECT: Fleet Equipment Mechanic

TOPIC

Staff seeks Board approval for the conversion of the Operations Support Specialist position to a Fleet Equipment Mechanic.

SUMMARY

Staff has identified the need for a full-time mechanic. This position will increase the level of internal customer service, reduce maintenance delays, provide for internal apparatus inspections, stabilize shop repair rates, and increase operational readiness.

DISCUSSION

The Department has utilized the Operations Support Specialist position to accomplish everything from logistical needs to minor apparatus repairs. Over the last four years, the Department has employed four different employees in this position. Given the large range of duties and low salary, this position has proved to be a challenge to keep filled.

COVID19 has presented unexpected challenges to the heavy fire equipment maintenance industry. Many of our normal vendors have experienced high employee turnover, creating a qualified mechanic shortage. This shortage has caused delays in the repair of frontline fire apparatus.

The Department has traditionally utilized third-party repair facilities to service Department apparatus. Some of these vendors are limited in experience and expertise on the complex systems on our fire apparatus. One vendor may specialize in motors and transmissions but not have the knowledge or experience with fire department pumps, air conditioners, electronics, lighting, etc. This situation often necessitates our apparatus to visit one or more shops to complete all necessary repairs.

Scheduling maintenance with vendors is typically done on a first-come, first-served basis. There are times where the Department delivers an apparatus to a vendor for repair, and that apparatus sits on the vendors' property until a mechanic is available. The Department has had incidents where equipment has been stolen from our apparatus while sitting in the vendor's repair lot. This situation has necessitated the removal of all equipment from our apparatus prior to delivery to an outside repair facility. This is extremely time-consuming for our employees.

The conversion of the Operations Specialist position to a Fleet Equipment Mechanic will address the above issues allowing for greater control, attention to detail, and apparatus in-service time. The Fleet Equipment Mechanic position will achieve the certification as an Emergency Vehicle Technician level meeting Fire Service best practices.

FISCAL IMPACT

Staff is currently completing a comprehensive salary survey for this position. It is estimated that this reclassification will result in an annual budget increase of between \$20,000 and \$30,000. However, the savings resulting from the position being vacant for the first few months of fiscal year 2021-22 more than offsets this estimated budget increase, so there is no added cost projected for 2021-22.

RECOMMENDATION

Staff recommends the Board approve the conversion of the Operations Specialist position to a Fleet Equipment Mechanic position.

Approved by:



Maurice Johnson
Fire Chief

EL DORADO HILLS FIRE DEPARTMENT



2021/22

FINAL BUDGET

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INTRODUCTION

Presented herein is the recommended El Dorado Hills County Water District Final Budget for fiscal year 2021/2022. As per statutory requirement, the Final Budget must be adopted by September 30, 2021.

BACKGROUND

The Final Budget was developed with the participation and input from the Director of Finance, all Chief Officers, Staff, and the Finance Committee. The funding philosophy for this budget remains consistent with prior years in that a portion of the various Fund Balances is identified to fund a portion of the expenditures. This meets the objectives of maintaining the District on a progressive track and provides for continuing growth and efficiencies.

SUMMARY

The budget is currently broken down into three separate funds: General Reserve Fund, Capital Replacement Fund and Development Fee Fund. Below is a summary of each fund:

General Reserve Fund

The General Fund provides for all ongoing expenditures to maintain the District's continuing operations. These expenditures include personnel costs, supplies, services, governmental fees, and other miscellaneous operating costs. Generally, this portion of the budget includes those operating expenditures that are recurring and routine in nature. To maintain a strong fiscal balance, the general operating expenditures are funded from recurring operating revenues.

The District Reserve Policy establishes guidelines for maintaining a minimum balance in the General Reserve Fund equivalent to at least one half of the current year budgeted operating expenditures. The budgeted ending General Reserve Fund balance for 2021/22 exceeds this goal.

Capital Replacement Fund

The Capital Replacement Fund is the portion of the General Fund committed by the Board of Directors to reinvest in the infrastructure of the District. Generally, these investments are in the replacement or necessary improvement of fleet and facilities that exceeds routine maintenance. All District capital expenditures that are not qualified to be funded with development fees are budgeted in the Capital Replacement Fund for fiscal year 2021/22.

The District Reserve Policy outlines a goal to contribute to the Capital Replacement Fund on an annual basis, ensuring the fund balance remains sufficient to repair, restore or replace the District's capital assets upon retirement or disposal. There is a budgeted transfer of \$900,000 from the General Fund to the Capital Replacement fund in 2021/22. The amount of this transfer is determined based on the most current replacement schedule of the District's capital assets. There is an additional budgeted transfer from the General Fund to the Capital Replacement fund of \$554,382. This amount includes \$354,382 to fund the one-time purchase of the District's solar systems in 2021/22, and another \$200,000 that will go toward the calculated fund shortfall.

Development Fee Fund

The Development Fee Fund is used to account for all restricted Development Impact Fee Revenue and qualifying expenditures. Fund expenditures are restricted to capital investments resulting directly from growth in the District. The District's current Development Impact Fee schedule is based on a Nexus Study that was approved by the Board of Directors in December 2017 and by the County Board of Supervisors in March 2018. Qualifying expenditures are identified in this report.

Reserve Fund Balances

The District continues to closely monitor and control expenditures in an effort to preserve its reserve balances. The final budget reflects an overall decrease in total reserve balances for fiscal year 2021/22. The General Reserve Fund is projected to remain flat after budgeted discretionary lump sum payments toward the District's Pension and OPEB Section 115 trust accounts totaling \$1,175,437 and a transfer to the Capital Replacement Fund in the amount of \$1,454,382.

There is a budgeted decrease of \$1,095,895 in the Capital Replacement Fund balance, as planned expenditures from this fund are higher than the budgeted transfer in from the General Reserve Fund.

There is a budgeted decrease in the Development Fee Reserve Fund of \$762,594 resulting from lower projected development fee revenue than qualifying expenditures. The District's General Fund is owed approximately \$35,743 from its Development Fee Fund as of June 30, 2021 for qualifying expenditures made in 2020/21. Reimbursement to the General Fund is anticipated in fiscal year 2021/22.

Appropriation (GANN) Limit

Article XIII B of the California Constitution requires State and local governments to establish an appropriation, or "Gann" limit each fiscal year. This limit is the ceiling above which tax dollar spending cannot exceed for the fiscal year. Base year revenues are increased annually by a factor that combines the government entity's population growth rate and the increase in the California per capita personal income. Special Districts may choose to use the population growth rate of the District or the County population growth rate.

For fiscal year 2021-22, the District calculated the appropriation limit by combining the California per capital personal income increase of 5.73% (provided by the California Department of Finance) with the increase in population of the District of 2.88% (calculation provided by the California Department of Finance). The calculated ratio by combining these two factors is 1.0878 (1.0573 x 1.0288). Applying that ratio to the 2020-21 limit of \$47,599,783 results in a calculated 2021-22 appropriation limit of \$51,776,676. Budgeted appropriations for fiscal year 2021-22 are well below this limit.

RECOMMENDATION

Staff recommends that the Board of Directors review, discuss, and approve the 2021-2022 Final Budget.



**BUDGET SUMMARY
ALL FUNDS**

El Dorado Hills Fire Department
Final Budget Summary - All Funds
Fiscal Year 2021/22



	<u>General Fund</u>	<u>Capital Replacement Fund</u>	<u>Development Fee Fund</u>	<u>Total All Funds</u>
Revenue				
Property Tax Revenue	21,292,857			21,292,857
Other Miscellaneous Operating Revenue	2,422,580			2,422,580
Development Fee Revenue			1,100,000	1,100,000
Proceeds from Sale of Assets	-			-
Total Revenue	\$ 23,715,437	\$ -	\$ 1,100,000	\$ 24,815,437
Expenditures				
Wages & Benefits	18,401,275	-	-	18,401,275
Other Operating Expenditures	2,720,086	-	-	2,720,086
OPEB UAL Lump Sum Pmt	175,437	-	-	175,437
Fixed Assets	-	2,550,277	1,826,851	4,377,128
Total Expenditures	\$ 21,296,798	\$ 2,550,277	\$ 1,826,851	\$ 25,673,926
Revenue Less Expenditures	\$ 2,418,639	\$ (2,550,277)	\$ (726,851)	\$ (858,489)
Reserve Fund Transfer Summary:				
Beginning Balance, 6/30/2021 (FORECAST)	\$ 16,245,031	\$ 5,769,660	\$ 11,687,838	\$ 33,702,529
Transfer to/(from) General Reserve Fund (Unassigned)	2,418,639	1,454,382	(35,743)	3,837,279
Transfer to/(from) Capital Replacement Fund (Committed)	(1,454,382)	(2,550,277)	-	(4,004,659)
Transfer to/(from) Pension Reserve Fund	(1,000,000)			(1,000,000)
Transfer to/(from) Development Fee Fund (Restricted)	35,743	-	(726,851)	(691,109)
Total Increase/(Decrease) in Reserve Balances	(0)	(1,095,895)	(762,594)	(1,858,489)
Ending Balance, 6/30/2022(PROJECTED)	\$ 16,245,031	\$ 4,673,765	\$ 10,925,244	\$ 31,844,040

El Dorado Hills Fire Department
Capital Assets 2021/22
Final Budget



PROGRAM NAME	ASSET DESCRIPTION	BUDGET		
		Capital Replacement Fund	Development Fee Fund	Total
Special Operations	Lake Boat	-	218,413	218,413
Communications	CAD to CAD Upgrade; Portable Radio Replacements	189,000	-	189,000
Apparatus Replacement	BC Vehicle, Pierce Type I Engines (2)	1,253,175	451,825	1,705,000
Fire Equipment Mechanic	Mechanic Truck, Large Tools	-	225,000	225,000
SCBA	Replace bottles, packs, masks, brackets	441,245	159,088	600,333
Air Compressor	Air 85 Upgrade	62,475	22,525	85,000
Station Solar Energy	Purchase leased solar panel system at Stations 84, 85, 86 and 87	354,382	-	354,382
Training Facility	Training Facility CIP	250,000	750,000	1,000,000
TOTAL		\$ 2,550,277	\$ 1,826,851	\$ 4,377,128



El Dorado Hills Fire Department 2021/22 Final Budget

Summary of Significant Assumptions and Changes from Prior Year

PROPERTY TAX REVENUE

- **Secured, Unsecured, and Homeowners Exemption Property Tax Revenue** are budgeted based on estimates provided by El Dorado County. There is an overall budgeted increase of 5% from prior year actual revenue in this category.
- **Supplemental Tax Revenue** is budgeted based on recent historical trends in this category.
- **Sacramento County, Latrobe Special Tax and Latrobe Base Transfer Revenue** are expected to remain consistent with prior year.
- **Property Tax Administration Fee** is a direct offset to property tax revenue and represents the fee charged by El Dorado County for the collection services it provides on behalf of the District. This fee is budgeted based on the estimate provided by the County and is a 15% increase from prior year.

OTHER REVENUE

- **CRRD Cost Recovery Fees** are collected by the Community Risk Reduction Division to offset the cost of services provided within the District and are budgeted based on the current fee schedule.
- **Hosted Training Revenue** accounts for registration fees collected for hosted training classes and is estimated at \$40,000 for fiscal year 2021/22.
- **JPA Revenue** is currently budgeted assuming the existing fixed rate contract.
- **Rental Income** includes revenue earned from cell tower sites set up at both Stations 84 and 85.
- **OES/Mutual Aid Revenue** is estimated based on the current fire season strike team activity. This revenue is mostly offset by Overtime and other expenses.
- **Interest Earned** is based on current trends in interest rates and earnings.
- **Miscellaneous Operating Revenue** includes the administrative fee earned and passthrough costs per the Rescue Shared Services agreement as well as other miscellaneous items such as workers' compensation reimbursements.

WAGES & BENEFITS

- **Safety (Fire) Salaries & Wages** reflect an increase in headcount of 2 "floater" Firefighter positions.
- **Salaries & Wages** for all personnel reflect step increases, as well as a 2.5% salary increase in July 2021 and a 1% increase in October 2021, consistent with the negotiated MOU and unrepresented wages and benefits resolutions.
- **Administrative Salaries & Wages** reflect the conversion of 1 part-time administrative position to full-time as well as the cost of a part-time position to assist with the administration of Rescue Fire Protection District per the Shared Services Agreement (mostly offset by Miscellaneous Revenue).
- **Education/Longevity Pay** reflects a decrease due to the retirement of high-incentive employees.

- **Overtime** decreased from prior year due an increase in the number of “floater” firefighters and an estimated decrease in OES strike team OT.
- **PERS Retirement** costs increased from prior year due an increase in both the 2021/22 normal cost rates and the required Unfunded Liability lump sum payments.
- **Workers’ Comp** costs increased from prior year due to an increase in projected payroll.
- **Health Costs** for active employees increased due to the addition of 2 floater firefighters and the conversion of one part-time administrative assistant to full-time. Health rates for 2022 also increased, but this increase was mostly offset by a decrease in the negotiated District contribution cap. Health Costs for retirees increased due to the addition of four (4) retirees.

SERVICE & SUPPLIES

- **Housekeeping** costs increased mostly due to an increase in the purchase of sanitation supplies in response to COVID-19.
- **Insurance** costs are budgeted to increase due to the impact of statewide wildfires on property insurance rates, as well as an increase in District apparatus fleet and the addition of the EDC.
- **Maintenance of Equipment** is budgeted to decrease slightly due to the removal of significant one-time repairs in 2020/21.
- **Maintenance, Structures & Ground** increased due to the addition and/or carryover of several one-time projects, including carpet replacement, window coverings, cabinet repairs, asphalt repairs, gutter repairs, and the tower remodel at Station 86.
- **Medical Supplies** decreased due to an anticipated decrease in COVID-19 supply purchases.
- **Office Supplies** costs increased to reflect an increase in the cost of vacant lot printing and postage, as well as the addition of a District ID card machine.
- **Legal/Human Resources** expenditures are projected to decrease due to a decline in anticipated legal fees.
- **Other Professional Services** decreased due to the removal of several one-time consulting costs budgeted in 2020/21. This decrease is partially offset by the addition of consulting costs for a CFD study, a Rescue FPD annexation financial review, and consulting services for a development impact fee 5-year findings report.
- **Software Subscriptions** increased from prior year budget due to the addition of several software products, including a new Records Management System, Electronic Plan Review software and IDT software for the Community Risk Reduction Division.
- **IT Support/Implementation** increased due to budgeted one-time implementation fees for IDT and Image Trend software systems in 2021/22.
- **IT Equipment** increased due to one-time purchases of IT Equipment for the EDC, the planned replacement of 10 desktops, the replacement of MDT iPads as well as a placeholder for unplanned IT Equipment purchases.
- **Solar Lease** costs decreased due to the planned purchase of the leased solar systems at Stations 84, 85, 86 and 87 in FY2021/22.
- **Station Small Tools and Supplies** increased due to budgeted purchases for the Rope Rescue program, the Technical Rescue Trailer, and the Fire Equipment Mechanic in 2021/22.
- **Non-Hosted Training** increased from prior year due to the anticipated “catch-up” on training that was delayed due to COVID-19 restrictions.

- **EDC Hosted Training** is a new category set up to capture training costs for hosted training classes. These costs include payments to course instructors and supplies. This category is offset by Hosted Training Revenue.
- **Fire Prevention** costs increased from prior year budget due to the addition of one-time costs for electronic pre-fire plan review services in 2021/22.
- **Fuel and Oil** costs are anticipated to increase next fiscal year due to rising fuel prices.
- **Travel and Meals & Refreshments** costs are expected to increase due to a budgeted increase in off-site training.

PENSION/OPEB UAL ADDITIONAL LUMP SUM PAYMENTS

- There is a budgeted discretionary lump sum payment of \$1,000,000 toward the District’s pension unfunded liability. This transfer may be made to either the District’s PARS Pension Section 115 trust account or directly to CalPERS.
- There is a budgeted discretionary lump sum payment of \$175,437 to the District’s OPEB Section 115 trust account.

CAPITAL ASSETS

- Capital Assets budgeted in fiscal year 2021/22 include two Pierce Type I Engines, a Lake Boat, a CAD to CAD system upgrade, Portable Radio Replacements, a Battalion Chief vehicle, a Fire Equipment Mechanic Truck and required Large Tools, SCBA replacements, an upgrade of Air 85, the purchase of leased station solar systems, and \$1,000,000 in Training Center construction costs.



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Final Budget FY 2021/22

SUMMARY				
Full-time Positions				
	Authorized Positions	Actual Filled Positions	Funded Positions (Preliminary Budget)	Proposed Changes
Office of the Fire Chief	5.5	5.5	5.5	0
Operations Branch	59	56	61	2
Administration Branch	5.175	4.5	5.5	0.325
Total	69.675	66	72	2.325



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Final Budget FY 2021/22

OFFICE OF THE FIRE CHIEF				
Position	Auth'd Positions	Actual Filled Positions	Funded Positions (Preliminary Budget)	Proposed Changes
Fire Chief	1	1	1	
Administrative Assistant II	0.5	0.5	0.5	
COMMUNITY RISK REDUCTION				
Fire Marshal/Division Chief	0	0	0	
Fire Prevention Specialist	2	2	2	
Fire Prevention Inspector I	1	1	1	
Community Risk Reduction Technician	1	1	1	
	5.5	5.5	5.5	0



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Final Budget FY 2021/22

OPERATIONS BRANCH				
Position	Auth'd Positions	Actual Filled Positions	Funded Positions (Preliminary Budget)	Proposed Changes
Deputy Chief, Operations	1	1	1	
Administrative Assistant II, Operations Branch	1	1	1	
Fire Equipment Mechanic	1	0	1	
FIRE SUPPRESSION				
Battalion Chiefs	3	3	3	
Fire Captains	15	15	15	
Fire Engineers	15	15	15	
Firefighters	22	20	24	2
EMERGENCY MEDICAL SERVICES (EMS)				
Day Staff Captain, EMS	0.5	0.5	0.5	
TRAINING/SAFETY				
Day Staff Captain, Training	0.5	0.5	0.5	
	59	56	61	2



POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

Final Budget FY 2021/22

ADMIN/SUPPORT SERVICES BRANCH				
Position	Auth'd Positions	Actual Filled Positions	Funded Positions (Final Budget)	Proposed Changes
Deputy Chief, Administration	1	1	1	
Administrative Assistant II	0.675	0	1	0.325
HUMAN RESOURCES				
Director of Human Resources	1	1	1	
Administrative Assistant II	0.5	0.5	0.5	
Human Resources Specialist	0	0	0	
FINANCE				
Director of Finance	1	1	1	
Accounting Specialist/Board Clerk	1	1	1	
FLEET MAINTENANCE				
Fire Apparatus Mechanic	0	0	0	
INFORMATION TECHNOLOGY (IT)				
7th Demision IT Contract	0	0	0	
	5.175	4.5	5.5	0.325



**BUDGET DETAIL
GENERAL FUND**

El Dorado Hills Fire Department
Final Budget Detail - General Fund
Fiscal Year 2021/22



	Full Year Budget FY21/22	Mid Year Budget FY20/21	Variance	Variance %
Revenue				
3240 · Tax Revenue				
3260 · Secured Tax Revenue	20,675,551	19,490,891	1,184,660	6%
3270 · Unsecured Tax Revenue	354,593	378,364	(23,771)	-6%
3280 · Homeowners Tax Revenue	153,531	157,520	(3,989)	-3%
3320 · Supplemental Tax Revenue	400,000	317,753	82,247	26%
3330 · Sacramento County Revenue	31,051	31,170	(119)	0%
3335 · Latrobe Revenue				
3335.2 · Latrobe Special Tax	36,900	36,900	-	0%
3335.3 · Latrobe Base Transfer	86,642	81,957	4,685	6%
3340 · Property Tax Administration Fee	(445,411)	(387,314)	(58,097)	15%
Total 3240 · Tax Revenue	21,292,857	20,107,241	1,185,616	6%
3500 · Misc. Operating Revenue				
3506 · CRRD Cost Recovery Fees	230,000	194,773	35,227	18%
3507 · Hosted Training Revenue	40,000	-	40,000	N/A
3512 · JPA Revenue	1,150,000	1,150,000	-	0%
3513 · Rental Income (Cell site)	54,180	54,180	-	0%
3514.1 · Operating Grants Revenue	-	203,181	(203,181)	-100%
3514.2 · Capital Grants Revenue	-	66,764	(66,764)	-100%
3515 · OES/Mutual Aid Reimbursement	731,400	1,717,802	(986,402)	-57%
3520 · Interest Earned	85,000	91,501	(6,501)	-7%
3500 · Misc. Operating Revenue - Other	132,000	160,135	(28,135)	-18%
Total 3500 · Misc. Operating Revenue	2,422,580	3,638,336	(1,215,756)	-33%
3570 · Proceeds from Sale of Assets	-	12,565	(12,565)	0%
Total Revenue	\$ 23,715,437	\$ 23,758,142	\$ (42,705)	-0.2%
Operating Expenditures				
6000 · Wages & Benefits				
6001 · Salaries & Wages, Fire	7,127,488	6,887,722	239,766	3%
6011 · Education/Longevity Pay	486,250	484,861	1,389	0%
6016 · Salaries & Wages, Admin/Prev	1,089,657	921,058	168,599	18%

El Dorado Hills Fire Department
Final Budget Detail - General Fund
Fiscal Year 2021/22



	Full Year Budget FY21/22	Mid Year Budget FY20/21	Variance	Variance %
6017 · Intern/Volunteer Stipends	3,000	2,105	895	43%
6018 · Director Pay	16,000	11,800	4,200	36%
6019 · Overtime				
6019.1 · Overtime, Operational	1,729,736	1,781,663	(51,927)	-3%
6019.2 · Overtime, Outside Aid	600,000	1,256,886	(656,886)	-52%
Total 6019 · Overtime	2,329,736	3,038,549	(708,813)	-23%
6020 · P.E.R.S. Retirement	3,285,400	3,137,941	147,459	5%
6030 · Workers Compensation	636,007	586,372	49,634	8%
6031 · Life Insurance	6,799	6,179	620	10%
6032 · P.E.R.S. Health Benefits	1,798,544	1,712,921	85,623	5%
6033 · Disability Insurance	21,240	20,532	708	3%
6034 · Health Cost of Retirees	1,190,583	1,098,894	91,690	8%
6040 · Dental/Vision Expense	235,560	181,717	53,843	30%
6050 · Unemployment Insurance	15,120	11,396	3,724	33%
6070 · Medicare	159,890	169,332	(9,442)	-6%
Total 6000 · Wages & Benefits	18,401,275	18,271,379	129,896	1%
Salaries & Wages as a % of Revenue	78%	77%		
6100 · Clothing & Personal Supplies				
6001 · Uniform Allowance	53,000	48,826	4,174	9%
6002 · Other Clothing & Personal Supplies	72,357	71,260	1,097	2%
Total 6100 · Clothing & Personal Supplies	125,357	120,086	5,271	4%
6110 · Network/Communications				
6111 · Telecommunications	53,387	46,534	6,853	15%
6112 · Dispatch Services	60,000	73,929	(13,929)	-19%
6113 · Network/Connectivity	61,492	51,506	9,986	19%
Total 6110 · Network/Communications	174,879	171,968	2,910	2%
6120 · Housekeeping	59,037	39,818	19,219	48%

El Dorado Hills Fire Department
Final Budget Detail - General Fund
Fiscal Year 2021/22



	Full Year Budget FY21/22	Mid Year Budget FY20/21	Variance	Variance %
6130 · Insurance				
6131 · General Insurance	80,000	65,761	14,239	22%
Total 6130 · Insurance	80,000	65,761	14,239	22%
6140 · Maintenance of Equipment				
6141 · Tires	35,000	40,769	(5,769)	-14%
6142 · Parts & Supplies	50,000	43,504	6,496	15%
6143 · Outside Work	140,000	158,167	(18,167)	-11%
6144 · Equipment Maintenance	35,994	36,399	(405)	-1%
6145 · Radio Maintenance	20,250	16,001	4,249	27%
Total 6140 · Maintenance of Equipment	281,244	294,840	(13,596)	-5%
6150 · Maintenance, Structures & Ground	215,700	142,025	73,675	52%
6160 · Medical Supplies				
6161 · Medical Supplies	60,975	93,214	(32,239)	-35%
Total 6160 · Medical Supplies	60,975	93,214	(32,239)	-35%
6170 · Dues and Subscriptions	15,268	12,909	2,359	18%
6180 · Miscellaneous				
6181 · Miscellaneous	12,000	6,016	5,984	99%
6182 · Honor Guard	2,150	8,678	(6,528)	-75%
6183 · Explorer Program	2,044	2,204	(160)	-7%
6184 · Pipes and Drums	-	410	(410)	-100%
Total 6180 · Miscellaneous	16,194	17,308	(1,114)	-6%
6190 · Office Supplies	45,712	26,437	19,274	73%
6200 · Professional Services				
6201 · Audit	15,900	14,550	1,350	9%
6202 · Legal/Human Resources	207,050	251,344	(44,294)	-18%
6203 · Notices	2,500	298	2,202	739%
6204 · Other Professional Services	109,573	126,761	(17,188)	-14%
6205 · Elections/Tax Administration	-	35,761	(35,761)	100%
6206 · Public Relations	4,505	4,105	400	10%
Total 6200 · Professional Services	339,528	432,818	(93,290)	-22%

El Dorado Hills Fire Department
Final Budget Detail - General Fund
Fiscal Year 2021/22



	Full Year Budget FY21/22	Mid Year Budget FY20/21	Variance	Variance %
6210 · Information Technology				
6211 · Software Licenses/Subscriptions	189,534	117,036	72,499	62%
6212 · IT Support/Implementation	271,100	160,582	110,518	69%
6213 · IT Equipment	96,175	64,867	31,308	48%
Total 6210 · Information Technology	556,809	342,484	214,325	63%
6220 · Rents and Leases				
6221 · Facilities/Equipment Lease	58,064	53,648	4,416	8%
6222 · Solar Lease	17,277	53,181	(35,904)	-68%
Total 6220 · Rents and Leases	75,341	106,829	(31,488)	-29%
6231 · Hose	21,907	8,479	13,428	158%
6232 · Small Tools & Equipment - Apparatus	15,000	24,135	(9,135)	-38%
6233 · Small Tools & Equipment - Station	65,409	38,078	27,331	72%
6230 · Small Tools and Supplies	102,316	70,692	31,624	45%
6240 · Special Expenses				
6241 · Non-Hosted Training	180,482	82,830	97,651	118%
6241.1 · EDC Hosted Training	30,000		30,000	N/A
6242 · Fire Prevention	119,050	87,134	31,916	37%
Total 6240 · Special Expenses	329,532	169,965	159,567	94%
6250 · Transportation and Travel				
6251 · Fuel and Oil	115,341	76,894	38,447	50%
6252 · Travel	42,000	20,097	21,903	109%
6253 · Meals & Refreshments	23,000	15,224	7,776	51%
Total 6250 · Transportation and Travel	180,341	112,215	68,126	61%
6260 · Utilities				
6261 · Electricity	17,500	16,346	1,154	7%
6262 · Natural Gas/Propane	25,193	24,699	494	2%
6263 · Water/Sewer	19,161	18,785	376	2%
Total 6260 · Utilities	61,854	59,830	2,024	3%

El Dorado Hills Fire Department

Final Budget Detail - General Fund

Fiscal Year 2021/22



	Full Year Budget FY21/22	Mid Year Budget FY20/21	Variance	Variance %
Total Operating Expenditures	\$ 21,121,361	\$ 20,550,580	\$ 570,781	2.8%
Total Operating Expenditures excluding W&B	\$ 2,720,086	\$ 2,279,201	\$ 440,885	19.3%
Revenue - Operating Expenditures	\$ 2,594,076	\$ 3,207,563	\$ (613,486)	-19%
6570 · OPEB UAL Additional Lump Sum Pmt	175,437	821,172	(645,735)	-79%
Total Expenditures	\$ 21,296,798	\$ 21,371,752	\$ (74,954)	-0.4%
Total Revenue - Total Expenditures	\$ 2,418,639	\$ 2,386,390	\$ 32,249	1%
Transfer to Pension Reserve Fund	\$ (1,000,000)	\$ (1,250,000)	\$ 250,000	-20%
Transfer from Development Fee Fund	\$ 35,743	\$ -	\$ 35,743	N/A
Transfer to Capital Replacement Fund	\$ (1,454,382)	\$ (1,136,390)	\$ (317,992)	28%
Net Increase/Decrease in Unassigned Fund Balance	\$ (0)	\$ 0	\$ (0)	-244%



HISTORICAL TREND ANALYSIS
ALL FUNDS

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY16/17	Actual FY17/18	Actual FY18/19	Actual FY19/20	Forecast FY20/21	Final Budget FY21/22	Variance 20/21 Forecast vs. 21/22 Budget	Variance %
Revenue								
3240 · Tax Revenue								
3260 · Secured Tax Revenue	15,143,354	16,254,990	17,700,565	18,474,778	19,651,724	20,675,551	1,023,827	5%
3270 · Unsecured Tax Revenue	283,551	278,713	306,727	335,532	391,171	354,593	(36,578)	-9%
3280 · Homeowners Tax Revenue	148,084	152,399	157,876	157,520	156,296	153,531	(2,765)	-2%
3320 · Supplemental Tax Revenue	318,445	384,609	174,526	547,056	467,499	400,000	(67,499)	-14%
3330 · Sacramento County Revenue	16,171	16,663	17,096	29,545	29,572	31,051	1,479	5%
3335 · Latrobe Revenue								
3335.2 · Latrobe Special Tax	35,622	35,742	35,907	35,884	35,502	36,900	1,398	4%
3335.3 · Latrobe Base Transfer	-	500,000	-	160,295	86,642	86,642	-	0%
3340 · Property Tax Administration Fee	(352,143)	(307,782)	(346,739)	(377,298)	(387,314)	(445,411)	(58,097)	15%
Total 3240 · Tax Revenue	15,593,084	17,315,334	18,045,958	19,363,312	20,431,092	21,292,857	861,765	4%
3500 · Misc. Operating Revenue								
3506 · CRRD Cost Recovery Fees	63,828	99,714	126,904	197,017	230,000	230,000	-	0%
3507 · Hosted Training Revenue	-	-	-	-	3,637	40,000	36,363	N/A
3512 · JPA Revenue	982,207	1,162,437	1,150,000	1,150,000	1,150,000	1,150,000	0	0%
3513 · Rental Income (Cell site)	25,200	25,200	26,155	49,980	54,180	54,180	-	0%
3514.1 · Operating Grants Revenue	-	-	-	-	203,181	-	(203,181)	-100%
3514.2 · Capital Grants Revenue	-	-	-	-	66,764	-	(66,764)	-100%
3515 · OES/Mutual Aid Reimbursement	613,557	524,276	666,922	211,426	1,712,087	731,400	(980,687)	-57%
3520 · Interest Earned	109,689	225,426	385,619	339,109	85,055	85,000	(55)	0%
3510 · Misc. Operating Revenue - Other	66,426	50,040	17,868	179,308	212,539	132,000	(80,539)	-38%
Total 3510 · Misc. Operating Revenue	1,860,908	2,087,093	2,373,469	2,126,839	3,717,443	2,422,580	(1,294,863)	-35%
Total Operating Revenue	\$ 17,453,992	\$ 19,402,427	\$ 20,419,427	\$ 21,490,152	\$ 24,148,535	\$ 23,715,437	\$ (433,098)	-2%
Development Fees								
3550 · Development Fees								
3560 · Development Fee Revenue	2,985,102	2,307,138	1,392,661	1,504,149	1,171,839	1,100,000	(71,839)	-6%
Total 3550 · Development Fee Revenue	2,985,102	2,307,138	1,392,661	1,504,149	1,171,839	1,100,000	(404,149)	-34%
3570 · Proceeds from Insurance/Sale of Assets	93,630	834,361	1,649	-	12,565	-	(12,565)	-100%
3590 · Gain/Loss on Investments	-	-	185,603	231,066	-	-	-	0%
Total Revenue	\$ 20,532,724	\$ 22,543,926	\$ 21,999,340	\$ 23,225,367	\$ 25,332,939	\$ 24,815,437	\$ (849,812)	-3%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY16/17	Actual FY17/18	Actual FY18/19	Actual FY19/20	Forecast FY20/21	Final Budget FY21/22	Variance 20/21 Forecast vs. 21/22 Budget	Variance %
Operating Expenditures								
6000 · Salaries & Wages								
6001 · Salaries & Wages, Fire	5,772,002	5,937,072	6,396,335	6,772,687	6,950,942	7,127,488	176,546	3%
6011 · Education/Longevity Pay	450,922	446,642	449,258	524,606	478,752	486,250	7,498	2%
6016 · Salaries & Wages, Admin/Prev	545,310	607,440	636,224	845,731	945,144	1,089,657	144,513	15%
6017 · Intern/Volunteer Stipends	69,179	-	4,810	2,795	1,605	3,000	1,395	87%
6018 · Director Pay	16,905	14,795	11,800	15,100	12,000	16,000	4,000	33%
6019 · Overtime								
6019.1 · Overtime, Operational	1,606,931	2,020,156	1,482,851	1,533,600	1,622,072	1,729,736	107,664	7%
6019.2 · Overtime, Outside Aid	527,019	485,075	536,831	169,910	1,256,886	600,000	(656,886)	-52%
6019.3 · Overtime, JPA	164,928	215,408	192,545	111,557	299,958	-	(299,958)	-100%
Total 6019 · Overtime	2,298,879	2,720,639	2,212,227	1,815,067	3,178,916	2,329,736	(849,179)	-27%
6020 · P.E.R.S. Retirement	2,228,851	2,216,493	2,544,301	2,804,444	3,073,479	3,285,400	211,921	7%
6030 · Workers Compensation	765,480	667,861	571,736	529,286	586,720	636,007	49,287	8%
6031 · Life Insurance	5,875	5,609	6,498	5,578	6,180	6,799	619	10%
6032 · P.E.R.S. Health Benefits	1,431,009	1,417,119	1,562,904	1,717,501	1,712,896	1,798,544	85,648	5%
6033 · Disability Insurance	16,660	16,663	17,655	20,087	20,477	21,240	763	4%
6034 · Health Cost of Retirees	856,646	890,325	917,124	1,017,446	1,102,024	1,190,583	88,559	8%
6040 · Dental/Vision Expense	173,391	145,843	136,985	131,866	185,809	235,560	49,751	27%
6050 · Unemployment Insurance	14,484	14,553	11,742	9,741	11,553	15,120	3,567	31%
6070 · Medicare	128,876	136,363	137,374	146,810	168,427	159,890	(8,537)	-5%
Total 6000 · Salaries & Wages	14,774,469	15,237,416	15,616,972	16,358,743	18,434,924	18,401,275	(33,649)	0%
Salaries & Wages as a % of Operating Revenue	85%	79%	76%	76%	76%	78%		
6100 · Clothing & Personal Supplies								
6001 · Uniform Allowance	58,550	49,437	51,970	49,554	48,826	53,000	4,174	9%
6002 · Other Clothing & Personal Supplies	65,816	52,653	44,073	210,532	71,260	72,357	1,097	2%
Total 6100 · Clothing & Personal Supplies	124,366	102,090	96,044	260,086	120,086	125,357	5,271	4%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY16/17	Actual FY17/18	Actual FY18/19	Actual FY19/20	Forecast FY20/21	Final Budget FY21/22	Variance 20/21 Forecast vs. 21/22 Budget	Variance %
6110 · Network/Communications								
6111 · Telecommunications	54,452	49,385	43,449	36,255	46,534	53,387	6,853	15%
6112 · Dispatch Services	105,277	56,115	57,694	63,214	73,929	60,000	(13,929)	-19%
6113 · Network/Connectivity	30,824	39,919	40,493	37,068	51,506	61,492	9,986	19%
Total 6110 · Communications	190,553	145,418	141,636	136,537	171,968	174,879	2,910	2%
6120 · Housekeeping	38,097	36,335	37,606	52,034	39,818	59,037	19,219	48%
6130 · Insurance								
6131 · General Insurance	51,023	33,167	56,013	59,403	65,761	80,000	14,239	22%
Total 6130 · Insurance	51,023	33,167	56,013	59,403	65,761	80,000	14,239	22%
6140 · Maintenance of Equipment								
6141 · Tires	15,492	38,029	15,029	19,157	40,769	35,000	(5,769)	-14%
6142 · Parts & Supplies	25,720	23,622	31,248	33,259	43,504	50,000	6,496	15%
6143 · Outside Work	162,105	128,196	97,255	201,839	158,167	140,000	(18,167)	-11%
6144 · Equipment Maintenance	26,839	33,158	37,489	27,583	36,399	35,994	(405)	-1%
6145 · Radio Maintenance	12,318	13,625	21,838	32,880	16,001	20,250	4,249	27%
Total 6140 · Maintenance of Equipment	242,475	236,630	202,859	314,718	294,840	281,244	(13,596)	-5%
6150 · Maintenance, Structures & Ground	129,003	182,530	87,807	228,443	142,025	215,700	73,675	52%
6160 · Medical Supplies								
6161 · Medical Supplies	5,031	5,751	6,628	14,911	93,214	60,975	(32,239)	-35%
Total 6160 · Medical Supplies	5,031	5,751	6,628	14,911	93,214	60,975	(32,239)	-35%
6170 · Dues and Subscriptions	8,172	11,045	13,562	11,655	12,909	15,268	2,359	18%
6180 · Miscellaneous								
6181 · Miscellaneous	3,347	2,521	12,298	13,167	6,016	12,000	5,984	99%
6182 · Honor Guard	2,561	1,311	1,004	(1,827)	8,678	2,150	(6,528)	-75%
6183 · Explorer Program	800	3,478	290	1,319	2,204	2,044	(160)	-7%
6184 · Pipes and Drums	-	-	-	3,747	410	-	(410)	-100%
Total 6180 · Miscellaneous	6,708	7,310	13,591	16,406	17,308	16,194	(1,114)	-6%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY16/17	Actual FY17/18	Actual FY18/19	Actual FY19/20	Forecast FY20/21	Final Budget FY21/22	Variance 20/21 Forecast vs. 21/22 Budget	Variance %
6190 · Office Supplies	28,116	21,988	25,297	27,252	26,437	45,712	19,274	73%
6200 · Professional Services								
6201 · Audit	10,250	12,650	17,975	14,300	14,550	15,900	1,350	9%
6202 · Legal/Human Resources	144,996	261,648	261,284	176,572	251,344	207,050	(44,294)	-18%
6203 · Notices	747	1,797	741	637	298	2,500	2,202	739%
6204 · Other Professional Services	136,746	136,014	87,568	174,419	126,761	109,573	(17,188)	-14%
6205 · Elections/Tax Administration	23,449	-	45	-	35,761	-	(35,761)	-100%
6206 · Public Relations	795	1,272	200	5,056	4,105	4,505	400	10%
Total 6200 · Professional Services	316,982	413,381	367,812	370,984	432,818	339,528	(93,290)	-22%
6210 · Information Technology								
6211 · Software Licenses/Subscriptions	60,553	36,536	53,538	87,457	117,036	189,534	72,499	62%
6212 · IT Support/Implementation	84,271	120,676	97,367	126,226	160,582	271,100	110,518	69%
6213 · IT Equipment	-	-	31,699	67,586	64,867	96,175	31,308	48%
Total 6210 · Information Technology	144,824	157,213	182,604	281,269	342,484	556,809	214,325	63%
6220 · Rents and Leases								
6221 · Facilities/Equipment Lease	6,120	6,819	-	5,913	53,648	58,064	4,416	8%
6222 · Solar Lease	52,016	66,105	67,034	67,969	53,181	17,277	(35,904)	-68%
Total 6220 · Total Rents and Leases	58,136	72,924	67,034	73,882	106,829	75,341	(31,488)	-29%
6230 · Small Tools and Supplies	71,561	50,012	60,120	133,337	70,692	102,316	31,624	45%
6240 · Special Expenses	-							
6241 · Non-Hosted Training	108,248	63,377	124,972	70,929	82,830	180,482	97,651	118%
6241.1 · EDC Hosted Training	-	-	-	-	-	30,000	30,000	N/A
6242 · Fire Prevention	16,245	44,586	44,031	106,686	87,134	119,050	31,916	37%
6243 · Licenses	10	10	84	400	-	-	-	N/A
Total 6240 · Special Expenses	124,502	107,973	169,087	178,015	169,965	329,532	159,567	94%
6250 · Transportation and Travel								
6251 · Fuel and Oil	53,829	65,672	68,171	74,503	76,894	115,341	38,447	50%
6252 · Travel	20,424	17,577	10,401	23,772	20,097	42,000	21,903	109%

El Dorado Hills Fire Department

Historical Trend Analysis

TOTAL ALL FUNDS



	Actual FY16/17	Actual FY17/18	Actual FY18/19	Actual FY19/20	Forecast FY20/21	Final Budget FY21/22	Variance 20/21 Forecast vs. 21/22 Budget	Variance %
6253 · Meals & Refreshments	17,798	18,456	18,555	16,603	15,224	23,000	7,776	51%
Total 6250 · Transportation and Travel	92,052	101,705	97,127	114,878	112,215	180,341	68,126	61%
6260 · Utilities								
6261 · Electricity	23,689	7,899	17,286	15,827	16,346	17,500	1,154	7%
6262 · Natural Gas/Propane	24,391	19,618	21,248	16,300	24,699	25,193	494	2%
6263 · Water/Sewer	15,343	18,077	15,565	16,343	18,785	19,161	376	2%
Total 6260 · Utilities	63,423	45,594	54,098	48,469	59,830	61,854	2,024	3%
Total Operating Expenditures	\$ 16,469,494	\$ 16,968,480	\$ 17,295,899	\$ 18,681,022	\$ 20,714,125	\$ 21,121,361	\$ 407,236	2%
Operating Revenue - Operating Expenditures	\$ 984,498	\$ 2,433,947	\$ 3,123,528	\$ 2,809,130	\$ 3,434,410	\$ 2,594,076	\$ (840,334)	
6570 · OPEB UAL Additional Lump Sum Pmt	-	1,000,000	600,000	-	1,065,834	175,437	(890,397)	-84%
6720 · Fixed Assets	773,344	579,635	1,189,045	384,327	287,082	4,377,128	4,090,046	1425%
Total Expenditures	\$ 17,242,839	\$ 18,548,115	\$ 19,084,944	\$ 19,065,349	\$ 22,067,041	\$ 25,673,926	\$ 3,606,885	16%
Total Revenue - Total Expenditures	\$ 3,289,885	\$ 3,995,811	\$ 2,914,395	\$ 4,160,018	\$ 3,265,897	\$ (858,489)	\$ (4,124,386)	
<u>FUND TRANSFERS</u>								
Transfers to Development Fee Fund	\$ (2,985,102)	\$ (2,867,200)	\$ (1,392,661)	\$ (1,504,149)	\$ (1,171,839)	\$ (1,100,000)	\$ 71,839	-7%
Transfers from Development Fee Fund	-	1,358,755	-	572,510	51,489	1,862,594	1,811,105	97%
Transfers to Pension Reserve Fund	-	(450,000)	(1,654,700)	(2,170,119)	(1,250,000)	(1,000,000)	250,000	-25%
Transfers from Capital Replacement Fund	773,344	98,893	813,090	187,772	235,593	2,550,277		
Transfers to Capital Replacement Fund	-	(850,000)	(800,000)	(800,000)	(1,131,141)	(1,454,382)		
Net Change in Unassigned/Non-Spendable Fund Balance	\$ 1,078,128	\$ 1,286,259	\$ (119,875)	\$ 446,032	\$ 0	\$ (0)		



RESERVE FUND SUMMARY

El Dorado Hills Fire Department
Reserve Fund Summary
2021/22 Final Budget



	RESERVE FUND BALANCE AS OF					
	6/30/2017	6/30/2018	6/30/2019	6/30/2020	FORECAST 6/30/2021	FINAL BUDGET 6/30/2022
General Reserve Fund (Unassigned/Nonspendable)	14,632,614	15,918,875	15,798,996	16,245,031	16,245,031	16,245,031
Capital Replacement Reserve Fund (Committed)	3,052,680	3,803,787	3,790,697	4,402,926	5,769,660	4,673,765
Total Unrestricted Reserve Funds	17,685,294	19,722,662	19,589,693	20,647,957	22,014,692	20,918,796
Pension Reserve Fund	-	455,760	2,110,460	4,280,579	5,530,579	6,530,579
Development Fee Reserve Fund	6,682,221	8,190,667	9,583,327	10,514,964	11,687,838	10,925,244
Total Restricted Reserve Funds	6,682,221	8,646,427	11,693,787	14,795,543	17,218,417	17,455,823
Grand Total Fund Balances	\$ 24,367,515	\$ 28,369,089	\$ 31,283,480	\$ 35,443,500	\$ 39,233,108	\$ 38,374,619



FINAL BUDGET RESOLUTION



EL DORADO HILLS COUNTY WATER DISTRICT

RESOLUTION 2021-12

Resolution Adopting the 2021-2022 Final Budget

WHEREAS, the Board of Directors of the El Dorado Hills County Water District Board (the “Fire District”) held a public hearing during which time additions and deletions to the 2021-2022 Budget were made; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for the Fiscal Year 2021-2022 is hereby adopted in accordance with the following:

Wages & Benefits:	\$18,401,275
Services and Supplies:	2,720,086
OPEB Lump Sum Payments:	175,437
Fixed Assets:	
Structures and Improvements	1,354,382
Apparatus and Vehicles	2,098,413
Equipment and Other	924,333
	<hr/>
Total Budget Requirements:	\$25,673,926

BE IT FURTHER RESOLVED that, except as specified below, the means of financing the expenditures will be by monies derived from Property Taxes and Other Miscellaneous Revenues.

BE IT FURTHER RESOLVED that the means of financing the fixed assets listed in the amount of \$4,377,128 will be by monies derived from the General Fund, Capital Replacement Fund and Development Fee Fund.

BE IT FURTHER RESOLVED that the Final Budget is hereby adopted and available for inspection by interested persons.

The foregoing resolution was duly passed and adopted by the Board of the El Dorado Hills County Water District at a meeting of said Board held on the 16th day of September, 2021, by the following vote:

AYES:

ABSTAIN:

NOES:

ABSENT:

Timothy J. White, Board President

ATTEST:

Jessica Braddock, Board Secretary



**Annual Report of Revenues and Expenditures (Cal. Gov. Code 66006
(b)(1) (C), (D), (G), and (H))**

Account: 85530010; 85530011

El Dorado Hills County Water

District: District Including Latrobe

Fiscal Year: 2020-21

(D) REVENUES

MONTH	Fees	Interest
JUL	\$ 133,259.95	\$ -
AUG	\$ 41,275.98	\$ 8,643.46
SEP	\$ 65,419.18	\$ 8,164.85
OCT	\$ 176,420.74	\$ 7,299.00
NOV	\$ 114,541.46	\$ 5,233.69
DEC	\$ 77,621.64	\$ 4,312.76
JAN	\$ 111,589.27	\$ 3,545.14
FEB	\$ 47,161.00	\$ 3,122.40
MAR	\$ 159,787.41	\$ 2,950.91
APR	\$ 80,819.32	\$ 2,364.32
MAY	\$ 55,952.56	\$ 2,980.11
JUN	\$ 94,287.90	\$ 6,026.81
TOTAL:	\$ 1,158,136.41	\$ 54,643.45

(G)* TRANSFERS TO OTHER FUNDS

MONTH	AMOUNT
JUL	
AUG	
SEP	
OCT	
NOV	
DEC	
JAN	
FEB	
MAR	
APR	
MAY	
JUN	
TOTAL:	\$ -

(C) REPORT YEAR ENDING BALANCE

PRIOR FY ENDING BALANCE:	\$ 10,682,188.69
REPORT YR REVENUES:	\$ 1,212,779.86
REPORT YR EXPENDITURES:	\$ 207,130.98
REPORT YR ENDING BALANCE:	\$ 11,687,837.57

(H) REFUNDS PROCESSED

DATE	AMOUNT

*Attach a description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

Annual Report of Revenues and Expenditures (Cal. Gov. Code 66006 (b)(1) (E) and (F))

District: El Dorado Hills County Water District

Fiscal Year: 2020-21

(E) REPORT YEAR CAPITAL EXPENDITURES/TRANSFERS TO PROJECTS

Identify below each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

DATE	DESCRIPTION OF EXPENDITURE	TOTAL FY EXPENDITURES	FEE EXPENDITURES	FEE PERCENTAGE
3/9/2021	2019/20 Qualifying Expenditures EDH (see Memo for detail)	\$ 174,511.44	\$ 117,332.86	67%
6/30/2021	1% ADMIN FEE Q1 JUL-SEP 2020/21	\$ 2,399.55	\$ 2,399.55	100%
6/30/2021	1% ADMIN FEE Q2 OCT-DEC 2020/21	\$ 3,682.59	\$ 3,682.59	100%
6/30/2021	1% ADMIN FEE Q3 JAN-MAR 2020/21	\$ 3,185.38	\$ 3,185.38	100%
6/30/2021	1% ADMIN FEE Q4 APR-JUN 2020/21	\$ 2,310.60	\$ 2,310.60	100%
5/19/2021	2019/20 Qualifying Expenditures LATROBE (see Memo for detail)	\$ 79,222.58	\$ 79,222.58	100%
6/8/2021	2019/20 Qualifying Expenditure Correction LATROBE (fund shortage)	\$ (1,002.58)	\$ (1,002.58)	100%

(F) INCOMPLETE IMPROVEMENTS: If the District has determined that sufficient funds have been collected to complete financing on an incomplete public improvement that has been identified for use of fee revenues and the public improvement remains incomplete at the time of this report, identify the approximate date by which the construction of the improvement will commence.

Note: Attach additional pages if necessary.



EL DORADO HILLS FIRE DEPARTMENT

"Serving the Communities of El Dorado Hills, Rescue and Latrobe"

October 19, 2020

El Dorado County
Chief Administrative Office
Attn: Sue Hennike
330 Fair Lane
Placerville, CA 95667

RE: El Dorado Hills County Water District Development Fee Transfer Request

Summary of Request

The El Dorado Hills County Water District (Fire Department) is requesting a transfer of \$117,332.86 from our Development Impact Fee Fund (account 85530010) to our General Fund (account 85530000). This transfer is for 2019/20 qualifying expenditures per our approved Nexus Study.

The Board of Supervisors adopted Resolution 041-2018 which approved the collection of Development Fees consistent with the Mitigation Fee Act. In the Resolution, the El Dorado Hills Fire Department's (EDHFD) Fire Impact Fee Nexus Study (Nexus Study) was adopted. This Nexus study identifies planned fire protection and emergency response facilities, apparatus and equipment that the District anticipates it will need in order to accommodate the added demand generated by new development within its boundaries. The items we are requesting reimbursement for were included as a part of this study.

Below is the detail of the expenditures supporting this request and justification for each line item:

Date	Description	Individual Cost	Combined Asset Cost	Dev Fee %	Dev Fee Funded
10/4/2019	8538 Chief's Vehicle Fitting	34,706.34	\$ 34,706.34	26.5%	\$ 9,197.18
8/15/2019	Training Center Project Management Services (6/1/19 - 6/30/19)	11,550.00			
8/29/2019	Training Center Project Management Services (7/1/19 - 7/31/19)	1,085.00			
9/25/2019	Training Center Project Management Services (8/1/19 - 8/30/19)	2,145.00			
10/4/2019	Training Facility Project Management	20,830.03			
10/21/2019	Training Center Project Management Services (9/1/19 - 9/30/19)	6,355.00			
11/12/2019	Training Facility Roadway Encroachment Permit	1,090.00			
12/9/2019	Training Center Project Management Services (10/1/19 - 10/31/19)	4,920.00			
12/19/2019	Training Center Project Management Services (11/1/19 - 11/30/19)	3,100.00			
1/23/2020	Invoice # 2019079-1 - Training Center Project Orientation and Programming Services	8,802.13			
1/23/2020	Invoice # 2019079-2 - Training Center Project Orientation and Programming Services	9,188.31			
1/23/2020	Training Center Professional Services Dec-19	1,625.00			
1/23/2020	Training Center Project Management Services (12/1/19 - 12/31/19)	2,170.00			
1/23/2020	Training Facility Annual Permit Fee 1/1/20 - 12/31/20	778.00			
2/4/2020	\$1,000 Waiver	(1,000.00)			
2/4/2020	Commercial Permit Fee Training Center	50,698.22			
2/20/2020	Training Center Project Management Services (1/1/2020 -1/31/2020)	1,705.00			
3/12/2020	Training Center Permit Fee	11.00			
4/13/2020	Training Center Professional Services (100% Complete) Mar-20	1,625.00			
	Training Facility WIP		\$ 126,677.69	75%	\$ 95,008.27
8/15/2019	MDC Antennas/Cables (9)	11,679.53			
6/1/2020	MDC Installation/Mounting Hardware	1,447.88			
	Mobile Data Computers		\$ 13,127.41	100%	\$ 13,127.41
			Grand Total Requested (EDH)		\$ 117,332.86

Specific Items Requested and Justification

For each item we are requesting, the information below will explain what the expenditure is and explain the relationship between development and the need for the expenditure.

1. Fire Chief's Vehicle 8538 (Retrofitting) (1 itemized request)

- a. Definition of the Expenditure: In 2018/19, the EDH Fire Department purchased a new 2018 Chevy Tahoe SSV 4x4 to replace a current Fire Chief vehicle. Expenditures in 2019/20 include the required equipment added to this vehicle to make it fully functional for incident response (i.e. light bars, radio equipment, etc.). This expenditure was required to fully place the vehicle in service.
- b. Relationship of Development and Need for Expenditure: New development creates increased numbers of residents and visitors, new subdivisions, new types of complex buildings (such as multi-story assisted living facilities), etc. As the number of residents and visitors increase and new buildings are constructed, staff response to emergency incidents also increases. In accordance with the Nexus study, replacement of existing apparatus, vehicles and equipment are 26.5% development fee funded.

2. EDH Fire Training Facility (18 itemized requests)

- a. Definition of the Expenditure: The EDH Fire Department has been in progress of designing a new Training Facility for many years. The project is almost ready for phase 1 construction of a dedicated training site located in the EDH Fire Business Park. All items requested directly relate to the construction of the new and expanded facility.
- b. Relationship of Development and Need for Expenditure: New development creates increased numbers of residents and visitors, new subdivisions, new types of complex buildings (such as multi-story assisted living facilities), etc. As the number of residents and visitors increase and new buildings are constructed, the risk, frequency and complexity of emergencies also increases. This increases demand on the fire department to train its Firefighters to mitigate these emergencies.

This item is included as part of the "Training Facility" line item on the Nexus Study.

3. Mobile Data Computers (2 itemized requests)

- a. Definition of the Expenditure: A mobile data computer is a rugged computer with a keyboard that is mounted inside emergency fire apparatus that provides Firefighters with immediate access to emergency scene call locations, routing/mapping, communications with the Emergency Communications Center, etc. The items purchased in fiscal year 2020/21 include the hardware necessary to put the previously purchased Mobile Data Computers in service. This hardware includes antennas, cables and mounting hardware.
- b. Relationship of Development and Need for Expenditure: New development creates increased numbers of residents and visitors, new streets, new access restrictions (such as electronic gates), and new building pre-incident plans. As the number of residents and visitors increase, the risk and frequency of emergencies also increases. This increases demand on the fire department to provide emergency scene call locations, routing/mapping, communications with the Emergency Communications Center, etc.

This item is included as part of the "Dispatch and Communication Infrastructure Improvements" line item on the Nexus Study.



EL DORADO HILLS FIRE DEPARTMENT

“Serving the Communities of El Dorado Hills, Rescue and Latrobe”

October 19, 2020

El Dorado County
Chief Administrative Office
Attn: Sue Hennike
330 Fair Lane
Placerville, CA 95667

RE: El Dorado Hills County Water District Development Fee Transfer Request (LATROBE)

Summary of Request

The El Dorado Hills Fire Department is requesting a transfer of \$79,222.58 from our Latrobe Development Impact Fee Fund (account 85530011) to our General Fund (account 85530000). This transfer is for 2019/20 qualifying expenditures per our approved Nexus Study.

The Board of Supervisors adopted Resolution 041-2018 which approved the collection of Development Fees consistent with the Mitigation Fee Act. In the Resolution, the El Dorado Hills Fire Department's (EDHFD) Fire Impact Fee Nexus Study (Nexus Study) was adopted. This Nexus study identifies planned fire protection and emergency response facilities, apparatus and equipment that the District anticipates it will need in order to accommodate the added demand generated by new development within its boundaries. The items we are requesting reimbursement for were included as a part of this study.

Below is the detail of the expenditures supporting this request and justification for each line item:

Date	Description	Individual Cost	Combined Asset Cost	Dev Fee %	Dev Fee Funded
9/24/2019	2003 HME Weststates VIN 44KFT42891WZ19600	40,000.00			
9/26/2019	Sales Tax OES Engine VIN 44KFT42891WZ19600	2,900.00			
11/21/2019	Sales Tax OES Engine VIN 44KFT42891WZ19600	320.00			
5/19/2020	Invoice # 56959 - 8579 New E-91 Retrofitting	36,002.58			
	E-91 8579 2003 HME Westates VIN 44KFT42891WZ19600		\$ 79,222.58	100.0%	\$ 79,222.58

Specific Items Requested and Justification

For each item we are requesting, the information below will explain what the expenditure is and explain the relationship between development and the need for the expenditure.

1. Engine 8579 – Used Westates Type 1 Engine (4 itemized requests)

- a. Definition of the Expenditure: The EDH Fire Department purchased a used Westates Type 1 Engine for use at Station 91. Expenditures include the cost of the Engine as well as the cost of retrofitting the apparatus for use at EDH Fire Station 91.
- b. Relationship to Development and Need for Expenditure: The Type I Engine was purchased to add new service capabilities to the Latrobe area of the District. Previously, Station 91 had a Type VI patrol vehicle, which is a pickup style vehicle that is primarily used to patrol rural areas,

has limited pump capacity, and has limited ability to put out small fires. This vehicle is suited for a response by limited number of personnel who typically respond to medical aids, service calls, and vehicle accidents. A Type I Engine has a large capacity pump, extensive hose compliments, water and a tool compartment which enables it to respond to all call types including structure fires and larger wildland fires. It is also carries the same ALS medical equipment that an ambulance carries for medical calls. Finally, the Type I Engine carries rescue tools for extrication.

In accordance with the Nexus study, replacement of existing apparatus, vehicles and equipment are 26.5% development fee funded. However, this Engine was purchased as a new addition to the apparatus fleet and not as a replacement, and it adds new service capabilities. This is the justification for it to be funded 100% with development fees.



EL DORADO HILLS FIRE DEPARTMENT

"Serving the Communities of El Dorado Hills, Rescue and Latrobe"

August 6, 2021

Don Ashton
CAO El Dorado County
330 Fair Lane
Placerville, CA 95667

Dear Mr. Ashton,

The Board of Supervisors adopted Resolution 041-2018 which approved the collection of Development Fees consistent with the Mitigation Fee Act. In the Resolution, the El Dorado Hills Fire Department's (EDHFD) Fire Impact Fee Nexus Study (Nexus Study) was adopted. The Nexus Study describes the annual reporting requirements and the annual inflationary adjustment.

The Nexus Study specifically states:

The resolution establishing the new fire impact fee should include a provision for annual inflationary adjustments based on 12-month percentage change in an appropriate engineering cost index as published by the Engineering News-Record.

EDHFD has researched the appropriate engineering cost index as published by the Engineering News-Record and developed the following new Fee Schedule based on the 2020/21 inflation factor:

Land Use Category	Current Impact Fee (per sq. ft.)	Inflation Factor*	Proposed Impact Fee (per sq. ft.)
Single-Family Housing	\$ 0.99	4.270%	\$ 1.03
Multi-Family Housing	\$ 1.62	4.270%	\$ 1.69
Mobile Home	\$ 1.16	4.270%	\$ 1.21
Assisted Living Facility	\$ 1.63	4.270%	\$ 1.70
Retail/Commercial	\$ 1.68	4.270%	\$ 1.75
Office	\$ 2.10	4.270%	\$ 2.19
Industrial	\$ 1.54	4.270%	\$ 1.60
Agriculture	\$ 0.65	4.270%	\$ 0.68
Warehouse/Distribution	\$ 1.04	4.270%	\$ 1.09

* Inflation factor determined using the CCI % change from July 2020 to June 2021 per the Engineering News-Record ENR Cost Index, San Francisco.

We would like to see this new fee schedule adopted as soon as possible. If you have any questions, feel free to contact me at (916) 933-6623.

EL DORADO HILLS FIRE DEPARTMENT



Maurice Johnson
Fire Chief

**EL DORADO HILLS COUNTY WATER DISTRICT
RESOLUTION 2021-13
RESOLUTION ADOPTING DEVELOPMENT FEES**

WHEREAS, the El Dorado County Board of Supervisors adopted Resolution 041-28 approving the collection of Development Impact Fees consistent with the Mitigation Fee Act; and

WHEREAS, the Fire Impact Fee Nexus Study for El Dorado Hills County Water District was adopted as a part of Resolution 041-028; and

WHEREAS, the Fire Impact Fee Nexus Study describes the annual reporting requirements and the calculation of an annual inflationary adjustment; and

WHEREAS, the El Dorado Hills County Water District has calculated an inflationary factor consistent with the adopted Nexus Study; and

WHEREAS, the inflationary factor has been applied to the previously adopted fee schedule and an adjusted fee schedule has been proposed;

NOW, THEREFORE, BE IT RESOLVED that the new Development Impact Fee schedule for the El Dorado Hills County Water District, attached hereto as Exhibit A, be adopted September 16, 2021, or as soon as administratively possible.

The foregoing resolution was duly passed and adopted by the Board of Directors of the El Dorado Hills County Water District at a meeting of said Board held on the 16th day of September, 2021 by the following vote:

AYES:
NOES:
ABSENT:

ATTEST:

Jessica Braddock, Secretary

Timothy J. White, President

Exhibit A

Proposed Development Impact Fee Schedule

Land Use Category	Current Impact Fee (per sq. ft.)	Inflation Factor*	Proposed Impact Fee (per sq. ft.)
Single-Family Housing	\$ 0.99	4.270%	\$ 1.03
Multi-Family Housing	\$ 1.62	4.270%	\$ 1.69
Mobile Home	\$ 1.16	4.270%	\$ 1.21
Assisted Living Facility	\$ 1.63	4.270%	\$ 1.70
Retail/Commercial	\$ 1.68	4.270%	\$ 1.75
Office	\$ 2.10	4.270%	\$ 2.19
Industrial	\$ 1.54	4.270%	\$ 1.60
Agriculture	\$ 0.65	4.270%	\$ 0.68
Warehouse/Distribution	\$ 1.04	4.270%	\$ 1.09

* Inflation factor determined using the CCI % change from July 2020 to June 2021 per the Engineering News-Record ENR Cost Index, San Francisco.



El Dorado Hills Fire Department

1050 Wilson Blvd. • El Dorado Hills, CA 95762 • Phone (916) 933-6623 • Fax (916) 933-5983

Maurice Johnson
Fire Chief

DATE: September 16, 2021
TO: Board of Directors
AGENDA ITEM: XII-E
SUBJECT: Solar System Purchase ACH Payment – Stations 84 and 87

TOPIC

Staff seeks Board approval for an ACH transfer to Technology Credit Corporation in the amount of \$151,246.11 to complete the purchase of the solar systems at stations 84 and 87.

SUMMARY/DISCUSSION

The Board of Directors approved the purchase of the solar systems at all four stations at its regular meeting held on April 15, 2021. The lease termination date for stations 84 and 87 is August 1, 2021. Technology Credit Corporation calculated the final purchase price after all earned credits over the lease term were applied. The final purchase price for the system at Station 84 is \$74,130.89 and the final purchase price for the system at Station 87 is \$77,115.22 (see calculation provided below). Final payment is due to Technology Credit Corporation by September 21, 2021, and the transfer of title is expected to take place on October 5, 2021. Technology Credit Corporation will also ensure proper system monitoring access is transferred to the District prior to the transfer of title.

<u>Station 84 (PPA#1315)</u>		<u>kWh</u>	x	<u>kWh Rate</u>	=	<u>Billable kWh</u>	-	<u>Paid</u>	=	<u>Adjustment</u>
Yr1	09/01/16 - 08/31/17	60,508.38		\$0.2250		\$13,614.38		\$14,064.00		(\$449.62)
Yr2	09/01/17 - 08/31/18	61,078.80		\$0.2293		\$14,005.37		\$14,256.00		(\$250.63)
Yr3	09/01/18 - 08/31/19	57,403.50		\$0.2336		\$13,409.46		\$14,460.00		(\$1,050.54)
Yr4	09/01/19 - 08/31/20	55,853.90		\$0.2381		\$13,298.81		\$14,664.00		(\$1,365.19)
Yr5	09/01/20 - 08/31/21	53,610.50		\$0.2426		\$13,005.91		\$14,868.00		(\$1,862.09)
		<u>288,455.08</u>				<u>\$67,333.93</u>		<u>\$72,312.00</u>		<u>(\$4,978.07)</u>
								Credit Applied Y1 - Y3		\$1,750.78
								Credit Applied Y4		\$1,365.18
								Current Balance		(\$1,862.11)
								Fair-Market Value Option Price		\$75,993.00
								Net Purchase Price		\$74,130.89

<u>Station 87 (PPA#1318)</u>	<u>kWh</u>	x	<u>kWh Rate</u>	=	<u>Billable kWh</u>	-	<u>Payment</u>	=	<u>Adjustment</u>
Yr1 09/01/16 - 08/31/17	60,887.40		\$0.2250		\$13,699.66		\$14,664.00		(\$964.34)
Yr2 09/01/17 - 08/31/18	61,358.40		\$0.2293		\$14,069.48		\$14,868.00		(\$798.52)
Yr3 09/01/18 - 08/31/19	58,951.30		\$0.2336		\$13,771.02		\$15,072.00		(\$1,300.98)
Yr4 09/01/19 - 08/31/20	60,672.80		\$0.2381		\$14,446.19		\$15,288.00		(\$841.81)
Yr5 09/01/20 - 08/31/21	61,662.20		\$0.2426		\$14,959.25		\$15,504.00		(\$544.75)
	<u>303,532.10</u>				<u>\$70,945.60</u>		<u>\$75,396.00</u>		<u>(\$4,450.40)</u>
							Credit Applied Y1 - Y3		\$3,101.81
							Credit Applied Y4		\$841.81
							Current Balance		(\$506.78)
							Fair-Market Value Option Price		\$77,622.00
							Net Purchase Price		\$77,115.22

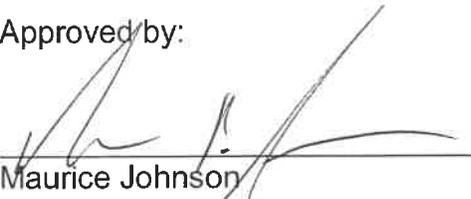
FISCAL IMPACT

The purchase of the solar systems at all four stations is included in the 2021/22 Preliminary Budget in Capital Assets. The final purchase price, a nominal change from the initial estimate, will be updated and reflected in the 2021/22 Final Budget. Purchasing the solar systems at stations 84 and 87 will save approximately \$23,094 in lease payments for the remainder of the 2021/22 fiscal year (this savings is also reflected in the 2021/22 Preliminary Budget). The cost of purchasing these two systems, net of the lease savings in 2021/22, is \$128,152.11. A full multi-year financial analysis of the purchase option was presented to the Board of Directors at the April 15, 2021 regular board meeting.

RECOMMENDATION

Staff recommends the Board approve an ACH transfer in the amount of \$151,246.11 to Technology Credit Corporation for the purchase of the solar systems at stations 84 and 87.

Approved by:



Maurice Johnson
Fire Chief



EL DORADO HILLS FIRE DEPARTMENT

ANNUAL AND FIVE-YEAR FINDINGS REPORTS FOR FIRE IMPACT FEE PROGRAM

FY 2020-21

PREPARED FOR:

**BOARD OF DIRECTORS
EL DORADO HILLS COUNTY WATER DISTRICT**

PREPARED BY:

**SCI Consulting Group**

4745 MANGLES BOULEVARD
FAIRFIELD, CALIFORNIA 94534
PHONE 707.430.4300
www.sci-cg.com

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EL DORADO HILLS COUNTY WATER DISTRICT

BOARD OF DIRECTORS

Tim White, President
Bobbi Bennett, Vice President
Gregory Durante, Member
John Giraudo, Member
Jim Hartley, Member

FIRE CHIEF

Maurice Johnson

FINANCE DIRECTOR

Jessica Braddock

DEPUTY CHIEF

Michael Lilienthal

IMPACT FEE CONSULTANT

Blair Aas, SCI Consulting Group

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EXECUTIVE SUMMARY

INTRODUCTION

The Mitigation Fee Act (Government Code Section 66000 et. seq., hereafter the "Act") requires local agencies to report certain financial information regarding their development impact fee programs every year and every fifth year. These reporting requirements are applicable to the fire impact fee ("Reportable Fee") program of the El Dorado County Water District's ("District") El Dorado Hills Fire Department ("Department") adopted by the County of El Dorado ("County") on behalf of the District.

This *Five-Year Findings Report* provides the findings required by Section 66001(d)(1) of the Act for the District's Fire Impact Fee Fund for fiscal year ending June 30, 2021. The District's last Five-Year Findings Report for their fire impact fee fund was provided for fiscal year ending June 30, 2016.

BACKGROUND

Section 66006(b) the Act requires that the following information, entitled "*Annual Report*," be made available to the public within 180 days after the last day of each fiscal year:

- a brief description of the type of fee in the account;
- the amount of the fee;
- the beginning and ending balance of the account;
- the fees collected that year and the interest earned;
- an identification of each public improvement for which the fees were expended and the amount of the expenditures for each improvement;
- an identification of an approximate date by which development of the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing of an incomplete public improvement;
- a description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, the date on which any loan will be repaid, and the rate of interest to be returned to the account; and
- the amount of money refunded under section Govt. Code § 66001.

In addition to the Annual Report, local agencies are required, for the fifth fiscal year following the first receipt of any development impact fee proceeds, and every five years thereafter, to

comply with Section 66001(d)(1) of the Act by affirmatively demonstrating that the local agency still needs unexpended development impact fee revenue to achieve the purpose for which it was originally imposed and that the local agency has a plan on how to use the unexpended balance to achieve that purpose.

Specifically, local agencies must make the following findings, entitled "*Five-Year Findings Report*," concerning that portion of the account or fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put;
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged;
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements; and
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

In addition to the requirements set forth above, Section 66001(e) of the Act of the states that when sufficient funds have been collected to complete financing on incomplete public improvements, and the public improvements remain incomplete, the local agency shall identify, within 180 days of the determination that sufficient funds have been collected, an approximate date by which the construction of the public improvement will be commenced, or shall refund to the then-current record owner or owners of the lots or units, as identified on the last equalized assessment roll, of the development project or projects on a prorated basis, the unexpended portion of the fee, and any interest accrued thereon.

However, 66001(f) of the Act states that if the administrative costs of refunding unexpended revenues exceed the amount to be refunded, the local agency, after a public hearing, notice of which has been published and posted in three prominent places within the area of the development project, may determine that the revenues shall be allocated for some other purpose for which fees are collected and which serves the project on which the fee was originally imposed.

ANNUAL REPORT (FISCAL YEAR 2020-21)

In accordance with Government Code Section 66006(b)(1) and (2), the El Dorado Hills County Water District (the "Department") provides the following information for fiscal year 2020-21 for the El Dorado Hills Fire Department's ("Department") Fire Impact Fee Program.

BRIEF DESCRIPTION OF THE REPORTABLE FEE

The Department's fire impact fee ("Reportable Fee") will help maintain adequate service levels for fire protection in the Department. New development in the Department will increase the demand for fire protection services. The Reportable Fee will fund the construction of new or expanded fire facilities, apparatus, and equipment necessary to accommodate residential and nonresidential development in the Department.

REPORTABLE FEE AMOUNTS

The current Reportable Fees in effect at the end of fiscal year 2020-21 are shown below.

Land Use Category	Reportable Fee
Residential Single Family	\$0.99/sq. ft.
Residential Multi Family	\$1.62/sq. ft.
Residential Mobile Home	\$1.16/sq. ft.
Assisted Living Facility	\$1.63/sq. ft.
Retail/Commercial	\$1.68/sq. ft.
Office	\$2.10/sq. ft.
Industrial	\$1.54/sq. ft.
Agriculture	\$0.65/sq. ft.
Warehouse/Distribution	\$1.04/sq. ft.

REPORTABLE FEE ACCOUNT BALANCES

The balance of the Reportable Fee account at the beginning of fiscal year 2020-21 was \$10,682,188.69. At the end of fiscal year 2020-21, the balance of the Reportable Fee fund was \$11,687,837.57.

REPORTABLE FEES COLLECTED AND INTEREST EARNED

The amount of Reportable Fees collected during fiscal year 2020-21 was \$1,158,136.41. In addition, \$54,643.45 was earned in interest during the fiscal year. The total amount of Reportable Fee and interest collected during fiscal year 2020-21 was \$1,212,779.86.

USE OF REPORTABLE FEES

For fiscal year 2020-21, Reportable Fees were expended on four improvements / purchases detailed in Figure 1 totaling \$195,552.86. The County's 1% fee for administration of the fee program totaled \$11,578.12.

FIGURE 1 – USE OF REPORTABLE FEES

<u>Improvement Project</u>	<u>Total Expenditure</u>	<u>% Funded with Reportable Fee</u>
8538 Chief's Vehicle Fitting	\$34,706.34	26.5%
New Training Center (Phase 1)	\$126,677.69	75%
Mobile Data Computers	\$13,127.41	100%
New Station 91 Engine	\$79,222.58	100%
Fee Program Administration	\$11,578.12	100%

IDENTIFICATION OF INCOMPLETE IMPROVEMENTS

The Department expended \$126,677.69 of previously collected Reportable fees on project management services for the construction phase one of the new \$10.2 million Training Center. The Department anticipates construction would commence in fiscal year 2021-22 and be completed by fiscal year 2024-25.

INTERFUND TRANSFERS AND LOANS

There were no other interfund transfers or interfund loans from the Reportable Fee fund in fiscal year 2020-21.

REFUNDS

The Department issued no refund of Reportable Fees in fiscal year 2020-21.

FIVE-YEAR FINDINGS REPORT (AS OF JUNE 30, 2021)

In accordance with Government Code Section 66001(d)(1), the El Dorado Hills County Water District (the "District") affirmatively demonstrate that the El Dorado Hills Fire Department ("Department") still needs unexpended fees to achieve the purpose for which it was initially imposed and that the Department has a plan on how to use the unexpended balance to achieve that purpose.

UNEXPENDED REPORTABLE FEES

The Department's Fire Impact Fee ("Reportable Fee") fund balance as of June 30, 2021, was \$11,687,837.57.

PURPOSE OF THE REPORTABLE FEE

The purpose of the Reportable Fee, imposed and collected on new development within the District, is to help maintain adequate levels of service for fire protection in the District. New development in the District will increase the demand for fire protection services. The Reportable Fees will fund fire facilities, apparatus, and equipment necessary to accommodate growth as it occurs in the District. Specifically, the Department intends to put the unexpended Reportable fees towards the following improvements and purchases.

FIGURE 2 – IMPROVEMENTS TO BE FUNDED WITH UNEXPENDED REPORTABLE FEES

Improvement / Purchase	Estimated Cost
New Training Center (Phase 1)	\$10,200,000
New Water Rescue Boat	\$218,000
New Development Center for Firefighter Training	\$500,000
New Mechanic's Truck / Large Tools	\$225,000
Replacement BC Vehicle	\$200,000
New Two (2) Community Risk Reduction Staff Vehicles	\$75,000
Replacement of SCBAs	\$600,333
Replacement of Two (2) Pierce Type I Fire Engines	\$1,505,000
New Heavy Rescue Squad	\$900,000
Replacement of Three (3) Staff Vehicles (8501, 8502, 8503)	\$240,000
Replacement of One (1) Ladder Truck	\$1,500,000
Replacement of Two (2) Type III Fire Engines	\$800,000
New Communication Tower and Radio Infrastructure	\$7,000,000
TOTAL	\$23,963,333

Source: El Dorado Hills Fire Department

RELATIONSHIP BETWEEN THE REPORTABLE FEE AND THE PURPOSE FOR WHICH IT IS CHARGED

There is a roughly proportional, reasonable relationship between the new development upon which the Reportable Fees are charged and the need for additional fire facilities, apparatus, vehicles, and equipment by reason of the fact that development of residential and nonresidential land uses in the Department's service area will generate additional demand for fire services and fire system improvements. The fire impact fees will be used to fund these improvements, which are necessary to serve new development in the District. Each development project will add to the incremental need for additional fire protection capacity, and each new project will benefit from the expanded fire system capacity. For the new development to occur in the District, fire protection facilities, apparatus, vehicles, and equipment must be added in order to provide an adequate level of fire protection service in the District.

ANTICIPATED FUNDING TO COMPLETE FINANCING OF INCOMPLETE IMPROVEMENTS

The estimated cost of the Department's incomplete improvements and the sources and amounts of funding anticipated to complete the financing of the incomplete improvements in shown in Figure 3 on the following page.

The Department is anticipating collecting approximately \$1.2 million per year for the next seven years in Reportable Fees. The Department plans on allocating over \$3.4 million in General Fund revenue over next five fiscal years towards apparatus and vehicle replacement.

APPROXIMATE DATES OF DEPOSIT OF ANTICIPATED FUNDING

The approximate dates on which the funding anticipated to complete financing of the Department's incomplete improvements is expected to be deposited into the Reportable Fees fund is shown in Figure 4 on page 8.

FIGURE 3 - ANTICIPATED FUNDING TO COMPLETE FINANCING OF INCOMPLETE IMPROVEMENTS

Incomplete Improvement	Anticipated Funding Amount				Estimated Cost
	Expended Prior to June 30, 2021 ¹	Unexpended Reportable Fees ²	Future Reportable Fees ³	General Fund Contribution ⁴	
New Training Center (Phase 1)	\$269,708	\$7,380,292	\$2,550,000		\$10,200,000
New Water Rescue Boat		\$174,400	\$43,600		\$218,000
New Development Center for Firefighter Training		\$400,000	\$100,000		\$500,000
New Mechanic's Truck / Large Tools		\$225,000			\$225,000
Replacement BC Vehicle		\$53,000		\$147,000	\$200,000
New Two (2) Community Risk Reduction Staff Vehicles		\$75,000			\$75,000
Replacement of SCBAs		\$159,088		\$441,245	\$600,333
Replacement of Two (2) Pierce Type I Fire Engines		\$398,825		\$1,106,175	\$1,505,000
New Heavy Rescue Squad		\$450,000	\$450,000		\$900,000
Replacement of Three (3) Staff Vehicles (8501, 8502, 8503)		\$63,600		\$176,400	\$240,000
Replacement of One (1) Ladder Truck		\$397,500		\$1,102,500	\$1,500,000
Replacement of Two (2) Type III Fire Engines		\$212,000		\$588,000	\$800,000
New Communication Tower and Radio Infrastructure		\$1,699,132	\$5,300,868		\$7,000,000
TOTAL	\$269,708	\$11,687,837	\$8,444,468	\$3,561,320	\$23,963,333

Source: El Dorado Hills Fire Department

Notes:

¹ Reportable fees from the prior fee program expended prior to June 30, 2021.

² Reportable fees collected and unexpended as of June 30, 2021. Unexpended fees dedicated to phase 1 of new training center are from the prior fee program.

³ Projected reportable fees to be collected after June 30, 2021.

⁴ Anticipated funding from the District General Fund Budget that is funded generally through property taxes.

FIGURE 4 - APPROXIMATE DATES OF DEPOSIT OF ANTICIPATED FUNDING DETAILED IN FIGURE 3

Incomplete Improvement	Anticipated Deposit Date of Funding			Construction Completion / Purchase Date
	Unexpended Reportable Fees	Future Reportable Fees	General Fund Contribution	
New Training Center (Phase 1)	Balance as of June 30, 2021	FY 2021-22 and FY 2023-24		2024
New Water Rescue Boat	Balance as of June 30, 2021	FY 2021-22 and FY 2022-23		2022
New Development Center for Firefighter Training	Balance as of June 30, 2021	FY 2021-22 and FY 2022-23		2022
New Mechanic's Truck / Large Tools	Balance as of June 30, 2021	FY 2021-22 and FY 2022-23		2022
Replacement BC Vehicle	Balance as of June 30, 2021			2022
New Two (2) Community Risk Reduction Staff Vehicles	Balance as of June 30, 2021			2022
Replacement of SCBAs	Balance as of June 30, 2021		FY 2021-22 and FY 2022-23	2022
Replacement of Two (2) Pierce Type I Fire Engines	Balance as of June 30, 2021		FY 2022-23 and FY 2024-25	2025
New Heavy Rescue Squad	Balance as of June 30, 2021	FY 2022-23		2024
Replacement of Three (3) Staff Vehicles (8501, 8502, 8503)	Balance as of June 30, 2021		FY 2024	2024
Replacement of One (1) Ladder Truck	Balance as of June 30, 2021		FY 2025	2026
Replacement of Two (2) Type III Fire Engines	Balance as of June 30, 2021		FY 2025	2026
New Communication Tower and Radio Infrastructure	Balance as of June 30, 2021	FY 2023-24 thru FY 2027-28		2027

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Resolution No. 2021-14
El Dorado Hills County Water District

Resolution of Appreciation
To
Captain/Paramedic Matt Beckett

WHEREAS, **CAPTAIN/PARAMEDIC MATT BECKETT** has provided loyal, dedicated, and outstanding service to the community of El Dorado Hills and the El Dorado Hills Fire Department during his twenty (20) years of paid service from January 8, 2001 through September 8, 2021; and

WHEREAS, Captain/Paramedic Beckett 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 the El Dorado Hills Fire Department; focused on building positive relationships and partnerships within the Department and Community; and

WHEREAS, Captain/Paramedic Beckett has given unselfishly of his time and interest during the years that he served the District, particularly with regard to his involvement with the El Dorado Hills Fire Department Honor Guard, and offering his knowledge and experience to help educate others across the nation; 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 MATT BECKETT** 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 16th DAY OF SEPTEMBER 2021.

Tim White, President

ATTEST:

Jessica Braddock, Board Secretary



EL DORADO HILLS FIRE DEPARTMENT

“Serving the Communities of El Dorado Hills, Rescue and Latrobe”

DATE: September 16, 2021
TO: Board of Directors
AGENDA ITEM: XIII-C
SUBJECT: Task Force Assignment – Deputy Fire Chief Dustin Hall – Caldor Fire

SUMMARY/DISCUSSION

Deputy Chief Hall was assigned as a Task Force Leader – Trainee with Task Force 4103 to the Caldor Fire. The dates of his deployment were August 19, 2021, from 1930 hours until September 2, 2021, at 1700 hours. The incident number is CA ENF 024030.

This was an OES assignment funded by the California Fire Assistance Agreement (CFAA). The attached OES reimbursement rate sheet shows the pay rate for the Deputy Fire Chief is \$102.88 per hour and the recommended reimbursement is in alignment with the 2021 OES agreement. All costs, including total time, is reimbursed to the Department by the State of California OES.

FISCAL IMPACT

There is no fiscal impact to the Department. The State of California will reimburse the District for all personnel, vehicle use costs, and will pay a 21% Administrative fee back to the Department. Chief Lilienthal’s normal 40-hour workweek time is also covered by the State of California.

RECOMMENDATION

After subtracting the costs of the normal daily commitment to the Department, staff recommends that Deputy Chief Hall be awarded \$26,182.96 additional compensation per the following table for his OES assignment.

Total OES Strike Team Hours Committed -	333.5 Hours
Standard Duty Hours Already Compensated -	<u>79 Hours</u> (deducted)
Hours Committed to Incidents Beyond Standard -	254.5 Hours
254.5 Hours x \$102.88 per Hour	<u>\$26,182.96</u>

OT Hours Summary Calculation

Deployment Date/Time	Return Date/Time	Total Hours on Incident	Regular Scheduled Hours	Difference (OT)
8/19/2021 19:30	9/2/2021 17:00	333.5	79	254.5

Breakdown of Hours Worked – Caldor

Date	Regular Hours Normally Worked	Additional Hours Worked
Thursday, August 19, 2021	0	12.5 (Dispatched at 1930hrs)
Friday, August 20, 2021	0	24
Saturday, August 21, 2021	0	24
Sunday, August 22, 2021	0	24
Monday, August 23, 2021	10	14
Tuesday, August 24, 2021	10	14
Wednesday, August 25, 2021	10	14
Thursday, August 26, 2021	10	14
Friday, August 27, 2021	0	24
Saturday, August 28, 2021	0	24
Sunday, August 29, 2021	0	24
Monday, August 30, 2021	10	14
Tuesday, August 31, 2021	10	14
Wednesday, September 1, 2021	10	14
Thursday, September 2, 2021	9	0
TOTALS	79	254.5

Submitted by:



Dustin Hall
Deputy Chief

Approved by:

Maurice Johnson
Fire Chief



EL DORADO HILLS FIRE DEPARTMENT

“Serving the Communities of El Dorado Hills, Rescue and Latrobe”

DATE: September 16, 2021

TO: Board of Directors

AGENDA ITEM: XIII-D

SUBJECT: Technical Specialist Assignment – Deputy Fire Chief Mike Lilienthal – Dixie Fire

SUMMARY/DISCUSSION

Deputy Chief Lilienthal was assigned as a Technical Specialist (THSP) with the OES Incident Support Unit (OES5264) to the Dixie Fire. The dates of his deployment were September 3, 2021, from 0800 hours until September 10, 2021, at 1400 hours. The incident number is: CA-BTU-009205.

This was an OES assignment funded by the California Fire Assistance Agreement (CFAA). The attached OES reimbursement rate sheet shows the pay rate for the Deputy Fire Chief is \$102.88 per hour and the recommended reimbursement is in alignment with the 2021 OES agreement. All costs, including total time, is reimbursed to the Department by the State of California OES.

FISCAL IMPACT

There is no fiscal impact to the Department. The State of California will reimburse the District for all personnel, vehicle use costs, and will pay a 21% Administrative fee back to the Department. Chief Lilienthal’s normal 40-hour workweek time is also covered by the State of California.

RECOMMENDATION

After subtracting the costs of the normal daily commitment to the Department, staff recommends that Deputy Chief Lilienthal be awarded \$13,785.92 additional compensation per the following table for his OES assignment.

Total OES Strike Team Hours Committed -	174 Hours
Standard Duty Hours Already Compensated -	<u>40 Hours</u> (deducted)
Hours Committed to Incidents Beyond Standard -	134 Hours
134 Hours x \$102.88 per Hour	<u>\$ 13,785.92</u>

OT Hours Summary Calculation

Deployment Date/Time	Return Date/Time	Total Hours on Incident	Regular Scheduled Hours	Difference (OT)
9/3/2021 08:00	9/10/2021 14:00	174	40	134

Breakdown of Hours Worked – Dixie Fire

Date	Regular Hours Normally Worked	Additional Hours Worked
Friday, September 3, 2021	0	24
Saturday, September 4, 2021	0	24
Sunday, September 5, 2021	0	24
Monday, September 6, 2021	10	14
Tuesday, September 7, 2021	10	14
Wednesday, September 8, 2021	10	14
Thursday, September 9, 2021	10	14
Friday, September 10, 2021	0	6
TOTALS	30	134

Submitted by:

Approved by:

Michael Lilienthal
Deputy Chief

Maurice Johnson
Fire Chief



LOCAL AGENCY FORMATION COMMISSION
550 Main Street, Suite E. Placerville, CA 95667
(530) 295-2707 · lafco@edlafco.us · www.edlafco.us

M E M O

TO: Special District Selection Committee, Presiding Officer
FROM: Erica Sanchez, Interim Executive Officer
El Dorado Local Agency Formation Commission
DATE: August 27, 2021
SUBJECT: ***Election of Special District Representative to El Dorado LAFCO
Nominations for Special District Commissioner***

A recent a vacancy in LAFCO Regular Special District Representative Seat #2 requires the Special District Selection Committee to elect a representative to serve the remaining two years of the vacated four-year term, beginning May 2019 and ending May 2023.

Pursuant to the provisions of Government Code §56332(f), LAFCO has determined that the business of the Special District Selection Committee to elect the regular Special District Representative will be conducted in writing via electronic mail. Pursuant to Government Code §56332(c)(2), if nominations are received for only one candidate by the end of the nominating period, the candidate shall be deemed appointed and the election may be cancelled.

The nomination period will be 35 days; all nominations are due in writing on or before **October 1, 2021**. Nominations received after that date cannot be accepted and will be returned to your District. A nominee must be a Director from an independent special district within El Dorado County. To be valid, all nominations must include the following:

- 1) Name and district of the nominee
- 2) Name of the nominating district
- 3) **Signature** of the **Presiding Officer** of the District's Board of Directors or the record of nomination made by majority vote at an official meeting of your District's board (Resolution or Minute Order can be attached)

Please submit a statement of qualifications (not to exceed one page) for each nominee.

Once the nomination period is closed, one ballot listing valid candidates and voting instructions will be sent via email to those Districts who have opted to receive and complete the election by email and by certified mail to each District opting to receive materials by mail. The one-page statement of qualifications will be included as submitted.

Contact the LAFCO office at (530) 295-2707, if you have any questions.

Enclosures: Election Nomination Ballot
Government Code §56332

S:\Elections\2021 Special District Election #2\2021 SDE Nomination_Ballot\2021 Aug 27 Special District Election Nomination Memo.docx

COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Holly Morrison
City Members: Cody Bass, Jackie Neau • Alternate City Member: Patricia "Patty" Borelli
County Members: John Hidahl, Wendy Thomas • Alternate County Member: George Turnboo
Special District Members: Brian Veerkamp, Vacant • Alternate Special District Member: Michael Saunders

STAFF

Erica Sanchez, Interim Executive Officer
Malathy Subramanian, Commission Counsel



LOCAL AGENCY FORMATION COMMISSION
 550 Main Street, Suite E. Placerville, CA 95667
 (530) 295-2707 · lafco@edlafco.us · www.edlafco.us

SPECIAL DISTRICT NOMINATION

Special District Representative to LAFCO

Position	Nominee's Name	Originating District

SIGNATURE OF PRESIDING OFFICER: _____
(Original Signature Required)

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot, unless accompanied by Meeting Minutes designating an alternate.

PRINTED NAME OF PRESIDING OFFICER: _____
(Required)

NAME OF NOMINATING DISTRICT: _____

MINUTES ATTACHED (Optional): Yes No

Nominations must be received by LAFCO before
5:00 p.m. on October 1, 2021

Return to:

El Dorado LAFCO
550 Main Street, Suite E
Placerville, CA 95667

lafco@edlafco.us

provided, however, that any officer or employee serving on January 1, 1994, may complete the term for which he or she was appointed.

Alternative member; one vote

56331.3. If two or more members are absent or disqualify themselves from participating in a meeting of the commission, any alternate member who is authorized to serve and vote in the place of a member shall only have one vote.

Independent special district selection committee

56332. (a) The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. However, if the presiding officer of an independent special district is unable to participate in a meeting or election of the independent special district selection committee, the legislative body of the district may appoint one of its members as an alternate to participate in the selection committee in the presiding officer's place. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district, as shown on the last equalized county assessment roll. Each member of the committee shall be entitled to one vote for each independent special district of which he or she is the presiding officer or his or her alternate as designated by the governing body. Members representing a majority of the eligible districts shall constitute a quorum.

Meetings

(b) The executive officer shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances:

Anticipated vacancy

(1) Whenever the executive officer anticipates that a vacancy will occur within the next 90 days among the members or alternate member representing independent special districts on the commission.

(2) Whenever a vacancy exists among the members or alternate member representing independent special districts upon the commission.

(3) Upon receipt of a written request by one or more members of the selection committee representing districts having 10 percent or more of the assessed value of taxable property within the county, as shown on the last equalized county assessment roll.

(4) Upon the adoption of a resolution of intention pursuant to Section 56332.5.

(5) Upon receipt of a written request by one or more members of the selection committee notifying the executive officer of the need to appoint a member representing independent special districts on an oversight board pursuant to paragraph (3) of subdivision (j) of Section 34179 of the Health and Safety Code.

Appointment of special district members

(c) The selection committee shall appoint two regular members and one alternate member to the commission. The members so

District member disqualification

appointed shall be elected or appointed members of the legislative body of an independent special district residing within the county but shall not be members of the legislative body of a city or county. If one of the regular district members is absent from a commission meeting or disqualifies himself or herself from participating in a meeting, the alternate district member may serve and vote in place of the regular district member for that meeting. Service on the commission by a regular district member shall not disqualify, or be cause for disqualification of, the member from acting on proposals affecting the special district on whose legislative body the member serves. The special district selection committee may, at the time it appoints a member or alternate, provide that the member or alternate is disqualified from voting on proposals affecting the district on whose legislative body the member serves.

Call for nominations

(1) The executive officer may prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. This paragraph shall be operative only if the written notice of the meeting provided pursuant to subdivision (b) discloses that, if nominations are received for only one candidate by the end of the nominating period, the candidate shall be deemed appointed and the meeting may be cancelled.

(d) If the office of a regular district member becomes vacant, the alternate member may serve and vote in place of the former regular district member until the appointment and qualification of a regular district member to fill the vacancy.

Elections by mailed ballot

(e) A majority of the independent special district selection committee may determine to conduct the committee's business by mail, including holding all elections by mailed ballot, pursuant to subdivision (f).

(f) If the independent special district selection committee has determined to conduct the committee's business by mail or if the executive officer determines that a meeting of the special district selection committee is not feasible, the executive officer shall conduct the business of the committee by mail. Elections by mail shall be conducted as provided in this subdivision.

(1) The executive officer shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. If two or more candidates are nominated, the executive officer shall prepare and deliver one ballot and voting instructions to each eligible district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district.

Ballot and voting instructions

(3) The call for nominations, ballots, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, the executive officer may transmit materials by electronic mail. All notices and election materials shall be addressed to the presiding officer, care of the clerk of the district.

(4) Nominations and ballots may be returned to the executive officer by electronic mail.

(5) Each returned nomination and ballot shall be signed by the presiding officer or his or her alternate as designated by the governing body of the eligible district.

Quorum

(6) For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be elected, unless another procedure has been adopted by the selection committee. Any nomination and ballot received by the executive officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the executive officer shall extend the date to submit ballots by 60 days and notify all districts of the extension. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. The executive officer shall announce the results of the election within seven days of the date specified.

(7) For a vote on special district representation to be valid, at least a quorum of the special districts must submit valid ballots to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district. If ballots from a quorum of the districts have not been received at the end of the 60-day extension period, the executive officer shall extend the period to return ballots for a length of time at his or her discretion until a quorum is achieved, unless another procedure has been adopted by the selection committee. By a majority vote of those district representatives voting on the issue,

the selection committee shall either accept or deny representation. The executive officer shall announce the results of the election within seven days of the date specified.

(8) All election materials shall be retained by the executive officer for a period of at least six months after the announcement of the election results.

"Executive officer"

(g) For purposes of this section, "executive officer" means the executive officer or designee as authorized by the commission.

Representation of independent special districts

56332.5. (a) If the commission does not have representation from independent special districts on or before January 1, 2001, the commission shall initiate proceedings for representation of independent special districts upon the commission if either of the following occur:

Proceedings

(1) Upon receipt of a written request by one or more members of the selection commission representing districts having 10 percent or more of the assessed values of taxable property within the county, as shown on the last equalized county assessment roll.

(2) Upon adoption of a resolution by the commission proposing representation of special districts upon the commission.

Meeting

(b) The commission, at its next regular meeting, shall adopt a resolution of intention. The resolution of intention shall state whether the proceedings are initiated by the commission or by an independent special district or districts, in which case, the names of those districts shall be set forth. The commission shall order the executive officer to call and give notice of a meeting of the independent special district selection committee to be held within 15 days after the adoption of the resolution in order to determine whether independent special districts shall accept representation on the commission and appoint independent special district representation pursuant to Section 56332.

Appointment of public member when commission includes special district representation

56333. When a commission is enlarged to seven members as provided in Section 56332, the public members appointed pursuant to Sections 56325 and 56329 shall thereafter be appointed by members of the commission representing cities, counties, and special districts. Those appointments shall be made at the times and in the manner provided in Section 56334.

Terms of commissioners

56334. The term of office of each member shall be four years and until the appointment and qualification of his or her successor. Upon enlargement of the commission by two members, as provided in Section 56332, the new members first appointed to represent independent special districts shall classify themselves by lot so that the expiration date of the term of office of one new member coincides with the existing member who holds the office represented by the original two-year term on the commission and

18294
Sonoma Highway
Sonoma
CA 95476

TEL 707 996 8448
FAX 707 996 8542

ARCHITECTURE

February 4, 2021

Dustin Hall
Deputy Chief
El Dorado Hills Fire Department
Administrative Office
1050 Wilson Boulevard
El Dorado Hills, CA 95762

Re: El Dorado Hills Fire Training Center: Proposal for Architecture & Engineering Services

Dear Deputy Chief Hall:

RossDrulisCusenbery Architecture, Inc. (RDC) is pleased to submit this proposal for the preparation of Architecture and Engineering Services (A/E) for the proposed El Dorado Hills Fire Department (EDHFD) Fire Training Center to be located at Sandstone Drive off Golden Hills Parkway, APN 117-210-19, El Dorado Hills, CA. EDHFD is proposing to develop a portion of the approximate 14-acre site into a community and region-specific fire training center based on the Phase I Modified Facility Site Plan (attached) prepared by Abercrombie Design. The estimated construction cost for the Phase I project is approximately \$9 M. This proposal provided professional services through award of permit and bidding. Construction phase services will be additional to this contract.

PROJECT DESCRIPTION

Project Location: The proposed El Dorado Hills Fire Department Fire Training Center to be located at Sandstone Drive off Golden Hills Parkway, APN 117-210-19, El Dorado Hills, CA. The site is adjacent to the El Dorado Hills Fire Station # 87.

ENGINEERING SERVICES PROVIDED UNDER THIS PROPOSAL: Structural, mechanical, electrical, lighting, civil and cost estimation services.

MODIFIED PHASE I PROGRAM ELEMENTS

RDC will design the following training center features.

- **Large 2-Story Class A Burn Building:** This building will be two stories at grade and one story down slope (Class A burn buildings are designed for natural fuel burns). This will be a non-essential 5,000 – 6,000 SF Class A Burn Building modeled as a large hill side home typical in the El Dorado Hills community with three floors facing the down slope. This structure will include multiple burn rooms which can be flexibility adapted and reconfigured for training exercises. The design will have some flexibility due to the need to incorporate sliding walls panels and doors at key locations.
 - a) This will be a CMU structure with concrete floors and stairs with specialized natural fuel burn props within. Floors are sloped to drain through scuppers at the exterior walls of the building.
 - b) The building will be designed to resemble a large hillside home as depicted in the Community Hazards Study

- c) No mechanical or electrical service will be required in this building. The building will include limited outside lighting such as front porch light, corner residential style floods and back-porch lighting and several outdoor electrical outlets for maintenance.
- **Small 2-Story Class A Burn Building:** This building will include one - two stories at grade and one story down slope. Approximately 3,000 SF. See comments above.
 - d) This will be a CMU structure with concrete floors and stairs with specialized natural fuel burn props
 - e) The building will be designed to resemble a smaller hillside home as depicted in the Community Hazards Study
 - f) No mechanical or electrical service will be required in this building. The building will include limited outside lighting such as front porch light, corner residential style floods and back-porch lighting and several outdoor electrical outlets for maintenance
- **Outdoor Classroom:** The outdoor classroom will include two single occupancy accessible restrooms and storage and covered outdoor instruction area.
 - g) This will be a CMU building with two restrooms, a storage supply garage and a large overhanging roof covering an outdoor instruction area
 - h) Will require restroom ventilation, power, lights and exterior AV with an AV equipment rack located in the storage garage
 - i) The two Outdoor Classroom Building will be considered "Occupied" per the California Building Code. The other building types will be considered to be Fire Training Structures per NFPA 1402.
- **Site Work:** Site work per the attached diagram Includes:
 - j) Design level topographic survey, site prep, grading, cut and fill analysis, streets, curbs, gutters, sidewalks, retaining walls
 - k) Underground utility system design including storm water, sanitary sewer, electrical, telecom, and data. Systems shall be designed to facilitate future expansion to the remaining development delineated on the Master Plan.
 - l) Accessible path of travel and parking.
 - m) Site lighting
 - n) Stormwater management plan
 - o) Stormwater retention pond
 - p) Drainage facilities directed to both storm drain and sanitary sewer at perimeter of Burn Buildings with diversion valve
 - q) Electronic Security System
 - r) Site-wide WIFI coverage
- **Cost:** Cost estimates at 100% SD, 100% DD, 50% CD and 95% CD

SCOPE OF WORK

RDC has organized the EDHFD Fire Training Center project into the following tasks.

RDC has organized the work into the five following tasks.

I. PROGRAM VERIFICATION

Prior to starting work, RDC will meet with EDHFD and Abercrombie Design representatives to confirm the conceptual design documents still reflect EDHFD facility requirements and project objectives. Following

receipt of comments, RDC will update the conceptual drawing set to reflect EDHFD's comments. Following the completion of the program verification phase, the updated conceptual design drawings will form the Basis of Design for the preparation of Schematic Design (SD) Documents for the project.

Total Teleconference Meetings this Task: 4

II. SCHEMATIC DESIGN DOCUMENTS

Based on the approved program, conceptual site plan and budget, RDC will prepare for approval by EDHFD schematic design documents consisting of conceptual drawings, outline specifications and other documents illustrating the scale and relationship of project components for the project. Schematic Design Documents will consist of plans and design narratives containing conceptual layouts, sketches and schematic design criteria, sufficient to present concepts of all major elements, building systems, equipment, and landscape design proposed for construction which complies with the budgets for each phase.

Activities/Deliverables:

- Prepare three (3) building plan alternatives
- Coordination with EDHFD
- Present the alternatives to the EDHFD for review
- Floor plans
- Roof Plans
- Building Elevations and Sections
- 3/D Renderings
- Meet with the County Building Department for occupancy and code compliance requirements
- 100% SD Construction Cost Estimate
- Present schematic design to EDHFD Board

Total Teleconference Meetings this Task: 6

III. DESIGN DEVELOPMENT DOCUMENTS

Based on the approved SD drawings and budget, RDC will expand on the approved Schematic Design Documents and prepare comprehensive design development documents inclusive of all engineering systems, specifications and cost model validation.

Activities/Deliverables:

- A/E Design Development Drawings
- Coordination with EDHFD
- Outline Specifications
- Engineering Analysis
- Refinement of Design Strategies
- Material Selections
- 100% DD Cost Estimate
- Owner Review and Approval
- Design Presentation to the EDFD Board

Total Teleconference Meetings this Task: 6

IV. CONSTRUCTION DOCUMENTS

Based on the approved DD Documents and budget, and any further adjustments in the scope or quality of the project or project budget authorized by EDHFD, RDC will prepare, for approval of EDHFD construction documents consisting of A/E drawings and specifications setting forth in detail the requirements for the permitting and construction of the Project.

Activities/Deliverables:

- Prepare 50% Construction Documents
- Provide 50% level Construction Cost Estimate
- EDHFD Review and Comment
- Prepare 95% Construction Documents
- EDHFD Review and Comment.
- Complete 100% Construction Documents for Permit Submission
- Plan Check Review and RDC Back Check Revisions
- Finalize 100% Construction Documents and Specifications for Bidding

Total Teleconference Meetings this Task: 6

V. PERMIT FACILITATION

RDC will prepare permit documents for submission to the El Dorado County Building Department for Plan Check and Building Permit purposes. RDC will provide the following permit facilitation services

- Provide Permit Documents, Specifications and Calculations for building permit application purposes
- Respond to County Plan Check Review Comments
- Prepare Back Check Drawings for resubmission to Building Department
- Prepare Plan Check Review Comment Response Spreadsheet
- Prepare final Construction Documents including resolved Plan Check review comments

Total Teleconference Meetings this Task: 2

VI. BIDDING SERVICES

RDC will provide Contract Documents inclusive of all drawings, specifications, and supplemental data to competitively bid the project to multiple contractors. RDC will assist EDHFD in responding to RFIs from Bidders and in reviewing bids. EDHFD will provide the Construction Contract, all "Front End" Specifications and Instructions to Bidders for inclusion in the Project Manual prepared by RDC. EDHFD will solicit competitive bids from qualified general contractors.

Total Teleconference Meetings this Task: 2

V. CONSTRUCTION ADMINISTRATION – HOURLY SERVICES ADDITIONAL TO THIS FEE PROPOSAL

RDC will respond to RFIs, process submittals, review shop drawings and resolve construction related issues within the contractual time frames. Nova will prepare all construction meeting minutes and action items, monitor the construction schedule prepared by the General Contractor and maintain the RFI log for the project.

Activities/Deliverables:

- Prepare a conformed set of construction documents with all addenda
- Attend Regular Construction Meetings
- Prepare Field Observation Reports
- Review and Respond to Submittals and RFIs

- Provide Clarification Drawings as Required
- Review Contractor’s Cost Proposals
- Prepare Punch List
- Site Visits and Final Punch List
- Review Contractor’s As-Built Records for Completeness

Total Teleconference Construction Meetings this task: (12)
 Total Punch Walk Onsite Meetings this task: (2)

ESTIMATED CONSTRUCTION COSTS FOR A/E FEE PROPOSAL PURPOSES

The following construction costs are presented for sizing the A/E fee proposal only.

TABLE I: ESTIMATED CONSTRUCTION COST TO USE AS A BASIS OF A/E FEE CALCULATION

PROGRAM ELEMENT	CODE CLASSIFICATION	# BUILDINGS	ESTIMATED CONSTRUCTION COST
Large 2 - Story Burn Building	NFPA 1402 Fire Training Structures	1	\$2,655,000
Small 2 – Story Burn Building	NFPA 1402 Fire Training Structures	1	\$1,829,000
Outdoor Class Room	Occupied	1	\$354,000
Storage Building	NIC	NIC	NIC
Site Work & Associated Infrastructure	Site Civil Improvements		\$4,200,000
Total Estimated Construction Cost			\$9,038,000
A/E FEE CALCULATION - TOTAL FEE LESS CONSTRUCTION ADMINISTRATION			
A/E Fee @ 7.5% of total estimated construction cost			\$677,850

The fee shall be allocated per the percentages in Table II below and billed monthly on a percentage of completion basis.

TABLE II. FEE ALLOCATION TABLE

FEE ALLOCATION PER PHASE		
Phase	Percentage of Fee	Fee Amount of Total
Total Fee		\$677,850
Program Verification/Conceptual Site Plan	5%	\$33,892
Schematic Design	20%	\$135,570
Design Development	25%	\$169,462
Construction Documents	45%	\$305,032

FEE ALLOCATION PER PHASE		
Permit Facilitation	2.5%	\$16,947
Bidding	2.5%	\$16,947
Construction Phase Services	Currently NIC	Currently NIC
Reimbursable Expenses	Allowance	\$15,000
Total Fee		\$692,850

2021 HOURLY RATES

Principal	\$260
Project Manager	\$207
Sr. Architect	\$189
Architect	\$177
Designer	\$148
Job Captain	\$148
Drafter	\$118
Programmer	\$118
Admin	\$ 95

SCHEDULE

RDC will begin work within ten business days following receipt of the approved Task Order of the current Master Services Agreement. RDC proposes the following project durations from Notice to Proceed.

- Program Verification/Conceptual Site Design – 4 weeks
- Schematic Design – 4 weeks
- Schematic Design Cost Estimation – 3 weeks
- Design Development – 6 weeks
- Design Development Cost Estimate – 2 weeks
- 50% Construction Documents – 6 weeks
- 50% Construction Document Cost Estimate – 2 weeks
- 95% Construction Documents – 4 weeks
- 95% Construction Documents Cost Estimate – 2 weeks
- 100% Construction Documents/Permit Submittal – 2 weeks
- Plan Check – 6 weeks
- Bidding – 4 weeks
- Contract Award – 4 weeks
- Construction Begins: +/- 49 Weeks from project start

EXCLUSIONS

This will be a single bid package. Construction Phase Services are hourly. Exclusions include: LEED services, topographic survey, design of gas fired props, fuel systems design, hazardous materials discovery or abatement, acoustical engineering, landscape architect, CEQA studies including but not limited to: traffic engineering, biological or cultural resources study or mitigation, geologic studies, wet land analysis, vehicle miles traveled, greenhouse gas emissions.

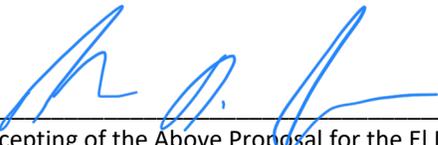
RossDrulisCusenbery Architecture, Inc.
El Dorado Hills Fire Training Center
Proposal for Architectural & Engineering Services
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Based on RDC's understanding of the project and our 38 years of successful delivery of public projects in California, we are confident this level of service and fee will meet the needs of the El Dorado Hills Fire Department. Please contact me should you have questions or clarifications.
Thank you for your consideration.

Sincerely,



Michael B. Ross, AIA, NCARB
Principal
RossDrulisCusenbery, Architecture, Inc.



Accepting of the Above Proposal for the El Dorado Hills Fire Department



Date