

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
SIX HUNDRED NINETY SEVENTH MEETING
Thursday, August 22, 2013
6:00 p.m.
(1050 Wilson Blvd., El Dorado Hills, CA)

- I. Call to Order and Pledge of Allegiance
- II. 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 696th meeting held July 18, 2013
 - B. Approve Financial Statements for July 2013
End Consent Calendar
- III. 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.
- IV. Correspondence
- V. Attorney Items
 - A. **Closed Session:** Pursuant to California Government Code Section 54957(b); Personnel Matter-Grievance; One Matter
- VI. Committee Reports
 - A. Administrative Committee (Directors Barber and Hidahl)
 - 1. Review and update construction progress of Station 84
 - B. Fire Committee (Directors Durante and Winn)
 - 1. Review and discuss Capital Improvement and/or Facilities Master Plan
 - 2. Review and discuss Five Year Plan and set Public Hearing for adoption of new fee and plan at the next regular meeting.
 - C. Ad Hoc Committee Reports
 - 1. Report from the Regional Operations Committee (Directors Hartley and Barber) regarding Annexation of Latrobe Fire Protection District
 - 2. Report from Ad Hoc Committee regarding the Commission for Collaborative Fire Departments (formerly League of Fire Districts) (Directors Hidahl and Hartley)
 - 3. Report from Human Resources Committee (Durante and Winn)
 - 4. **Closed Session:** pursuant to Government Code Section 54957; Public Employee Performance Evaluation; Position: Fire Chief
- VII. Operations Report
 - A. Operations Report (Receive and file)
 - B. Review and update regarding Joint Powers Authority
 - C. Review and approve surplus of Truck 8591 and discuss options for sale
 - D. Review and approve surplus of equipment no longer needed from Station 84
 - E. Review and approve stipend for strike team for Chief Niehues
 - F. Review and discuss possibility of job sharing with Rescue Fire Protection District

- VIII. Fiscal Items
 - A. Approve signatures for El Dorado County and El Dorado County JPA
- IX. New Business
- X. Old Business
- XI. Oral Communications
 - A. Directors
 - B. Staff
- XII. Adjournment

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

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This Board meeting is normally recorded.

EL DORADO HILLS COUNTY WATER DISTRICT

SIX HUNDRED NINETY SIXTH MEETING OF THE BOARD OF DIRECTORS

Thursday, July 18, 2013

6:00 p.m.

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

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Durante called the meeting to order at 6:00 p.m. and Chief Dave Roberts led the Pledge of Allegiance. Directors in attendance: Barber, Durante, Hartley, and Hidahl (Winn was absent). Staff in attendance: Chief Roberts and Chief Financial Officer Bair. Counsel Cook was also in attendance.

II. CONSENT CALENDAR

A. Approve minutes of the 695th meeting held July 18, 2013

B. Approve Financial Statements for June 2013

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

III. ORAL COMMUNICATIONS

A. EDH Professional Firefighters – None

B. EDH Professional Firefighters – None

C. Public Comments – None

IV. CORRESPONDENCE - None

With Board concurrence, President Durante requested that Closed Session Item V-A be moved on the agenda to follow Oral Communications.

VI. COMMITTEE REPORTS

A. Administrative Committee (Directors Barber and Hidahl)

1. **Review and update on construction progress of Station 84** - Director Hidahl reported that good progress is being made and that the committee is waiting on written documentation confirming that access from the parking lot next door has been granted. He also stated that the move into the temporary facility is on track and that bid package should be ready for dissemination at the end of August. Captain Brady added that the inside of the temporary facility has been completed, IT work will begin, the back pad has been poured, and the apparatus bay should be in by July 28th.

2. **Review and discuss update to Board Policy Manual** - Director Hidahl presented the Committee's proposed changes to the Board Policy Manual, including recommended changes to the community room usage to ensure that the room is not subject to more than normal wear and tear.

Director Barber made a motion to adopt the proposed changes to the Board Policy Manual. The motion was seconded for discussion by Director Hartley and unanimously carried.

B. Fire Committee (Directors Durante and Winn)

1. **Review and discuss Capital Improvement and/or Facilities Master Plan** – Director Durante reported that the Committee met and gave direction to remove the land at Station 84 from the Five Year Plan; leave the dollar amount of 10 million for the Training Facility the same; and add \$150,000 for a rescue vehicle. Director Hidahl brought up the need to review and update the plans for the Training Facility; a discussion followed as to the possibility of making minor improvements to begin utilizing the property for some aspects of training such as the housing of the burn trailer and vehicle extrication.

C. Ad Hoc Committee Reports

1. **Report from the Regional Operations Committee regarding annexation with Latrobe Fire Protection District** (Directors Hartley and Barber) - Director Barber reported that a very good meeting was held. Directors Barber and Hartley emphasized that it was the Board's goal to have the same level of service and standards for the Latrobe area as soon as it is financially possible. Chief Roberts added that the Union voted not to support the "White Paper" recommendation in its current form because it does not support a Union position due to the utilization of temporary, stipend Firefighter positions. After a discussion, the Board concluded that it would be best to have each Board member thoroughly review the "White Paper" and provide input to the Committee within the next two weeks; another Committee meeting will then be held to incorporate this input and produce a final draft. Chief Roberts will send the "White Paper" to each Board member in electronic format.

Chief Cooper spoke from Latrobe's perspective stating that their Board viewed the annexation as viable and supports steps to proceed forward. He also stated that although the "White Paper" was a good rough cut to see if annexation made sense logically and conceptually, he would like to see a risk and reward analysis done which would be based more on fact than emotion. Chief Cooper also stated that he would be available to work on the analysis and recommended the work group be kept small for efficiency. Matt Beckett, President of the El Dorado Hills Professional Firefighters, clarified that the Union vote was based on the review of the prior "White Paper" and not the most recent version. He requested that he and

Captain Tom Anselmo be included in the group to work on the risk and reward analysis and the Board concurred.

- 2. Collaborative Fire Departments (CCFD formerly League of Fire Districts)**
(Directors Durante and Hartley) – Director Hartley stated the meeting was cancelled and therefore had nothing to report. Chief Roberts gave an update stating that he and Chief Keating met with Board of Supervisors Veerkamp and Mikulaco and Chief Administrative Office Mike Applegarth to review the plan to get some of the underfunded Districts a lifeline while a permanent solution is identified; he stated that CAO Applegarth has been a huge asset and has completed an in-depth analysis that identifies when these Districts will begin to fail.

VII. OPERATIONS REPORT

- A. Operation Report** - Received and filed.
- B. Review and update regarding Joint Powers Authority** – Director Hartley gave an update stating that the JPA has received several Request for Information (RFI) submittals from member agencies interested in providing ambulance service to the County.
- C. Review and discuss “Request for Information” submitted to the El Dorado County Joint Powers Authority for ambulance transport services** - Chief Roberts stated that the JPA voted to postpone opening the RFI’s until August 30. Chief Roberts thanked all those that were involved in putting together an excellent RFI from the El Dorado Hills Fire Department that illustrated how significant money can be saved while increasing the level of service.
- D. Review and approve Resolution 2013-05 confirming the report of the Fire Marshal related to cost of weed abatement and imposing such costs upon properties upon which abatement has occurred** – CFO Bair presented the Resolution stating that there were fewer non-compliant parcels than in previous years.

Director Hidahl made a motion to adopt Resolution 2013-05 confirming the report of the Fire Marshal related to cost of weed abatement and imposing such costs upon properties upon which abatement has occurred, seconded by Director Hartley and unanimously carried. (Roll Call: Ayes: all; Noes: none. Absent: Director Winn.)

- ## **VIII. FISCAL ITEMS**
- CFO Bair commented that the June Revenue and Expense Summary is preliminary as there will be more revenue and expense added before the year is closed.

IX. NEW BUSINESS

- A. Review and adopt Resolution 2013-06 approving tax increment revenues for LAFCO Project No. 2013-01 Malcolm Dixon Road Estates Reorganization –**
Chief Roberts referred the Board to the Staff Report summarizing LAFCO's request for the District to accept a \$0.17 tax increment share on the Malcolm Dixon Road Estates Reorganization.

Director Hidahl made a motion to adopt Resolution 2013-06 approving \$0.17 tax increment revenue share for LAFCO Project No. 2013-01 on the Malcolm Dixon Road Estates Reorganization, seconded by Director Hartley and unanimously carried. (Roll Call: Ayes: all; Noes: none. Absent: Director Winn.)

- B. Rescheduling of August Board Meeting - Due to Counsel Cook being unavailable for the next August Board meeting date of August 15, President Durante asked that Board members check their calendars and confirm availability with CFO Bair for a possible rescheduled date of August 22, 2013.**

X. OLD BUSINESS - None

XI. ORAL COMMUNICATIONS

- A. Directors –** Director Hidahl raised a concern expressed by a Southpointe resident at a recent Lakehills Fire Safe Council meeting who feels his property is at risk as it is adjacent to an unimproved, 64 acre parcel that has not been weed abated. Director Hidahl proposed the possibility of adopting an ordinance that would expand the current weed abatement of five acre parcels to include larger acreage. Chief Lilienthal responded by stating that he is in the process of gathering data on the administering of the weed abatement program; he will report back to the Board in a few months with information for restructuring the program as well as the impact and feasibility of expansion.

Director Hartley commented on the great news article that was published on the new truck.

Director Durante reinstated the HR Committee as an ad hoc committee and asked CFO Bair to update the list to include himself and Director Winn as Board committee members.

- B. Staff –** Chief Roberts stated that there is a growing movement within the County and to institute a first responder fee or treat and release fee as there is a potential for a significant amount of money for reimbursement from the medicare/medicaid program. He stated that each medical call could generate approximately \$250.00.

Chief Roberts also recognized the outstanding job performed by Station 84 C Shift Crew, and specifically Firefighter/Paramedic Mike Lovinger, for the lifesaving interventions provided to a critically injured bicyclist.

V. ATTORNEY ITEMS

A. Closed Session: Pursuant to California Government Code Section 54957(b); Personnel Matter - Grievance; One Matter - The meeting adjourned to Closed Session at 7:40 p.m. The meeting reconvened at 8:01 p.m. President Durante reported that during Closed Session, direction was given to Counsel with no reportable action.

XII. ADJOURNMENT

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

The meeting adjourned at 8:02 p.m.

Approved:

Connie Bair, Board Secretary

Gregory Durante, President

El Dorado Hills Fire Department

Revenue and Expense Summary

July 2013

	Prelim Budget Fiscal Year 2013-2014	Actual Revenue Collected July 2013	Actual Revenue Collected YTD July 31 2013	Unrealized Revenues More Revenue than Expected	% of Revenue Collected
Revenue					
3240 • Tax Revenue					
3260 • Secured Tax Revenue	12,041,753			12,041,753.00	0.00%
3270 • Unsecured Tax Revenue	0			0.00	0.00%
3280 • Homeowners Tax Revenue	0			0.00	0.00%
3320 • Supplemental Tax Revenue	0			0.00	0.00%
3330 • Sacramento County Revenue	10,000			10,000.00	0.00%
Total 3240 • Tax Revenue	12,051,753	* See Note	0.00	12,051,753.00	0.00%
3510 • Misc. Operating Revenue					
3511 • Contributions/Prev Fees	20,000	1,035.91	1,035.91	18,964.09	5.18%
3512 • JPA Revenue	995,000	0.00	0.00	995,000.00	0.00%
3513 • Rental Income (Cell site)	21,960	1,871.81	1,871.81	20,088.19	8.52%
3514 • Grant Revenue	0	0.00		0.00	0.00%
3515 • OES/Mutual Aid Reimbursement	250,000	0.00	0.00	250,000.00	0.00%
3520 • Interest Earned	80,000	0.00	0.00	80,000.00	0.00%
3510 • Misc. Operating Revenue - Other	93,040	4,082.00	4,082.00	88,958.00	4.39%
Total 3510 • Misc. Operating Revenue	1,460,000	6,989.72	6,989.72	1,453,010.28	0.48%
3550 • Development Fee					
3560 • Development Fee Revenue	500,000		0.00	500,000.00	0.00%
3561 • Development Fee Interest	0		0.00	0.00	0.00%
Total 3550 • Development Fee	500,000	* See Note	0.00	500,000.00	0.00%
Total Revenue	14,011,753		6,989.72	14,004,763.28	
- Transfers (Board Authorized)					
Transfer from Capital Reserve Fund	0		0.00	0.00	0.00%
Transfer from General Reserve Fund	0		0.00	0.00	0.00%
Total Transfers	0		0.00	0.00	0.00%
Total Revenue and Transfers	14,011,753	6,989.72	6,989.72	14,004,763.28	0.05%

Notes: Tax Revenue for current month is not available.

Tax Revenue collected/received in January and April.

Revenue and Expenditures should be 8.3%

Date prepared: 8/19/2013

El Dorado Hills Fire Department

Revenue and Expense Summary

July 2013

	Prelim Budget Fiscal Year 2013-2014	Actual Expended July 2013	Actual Expended YTD July 31 2013	Remaining Balance Available	% of Budget Expended
Expense					
6000 • Salaries & Wages					
6001 • Salaries & Wages, Fire	5,074,714	374,235.88	374,235.88	4,700,478.12	7.38%
6011 • Education Pay	387,700	28,957.64	28,957.64	358,742.36	7.47%
6016 • Salaries & Wages, Clerical/Misc	382,832	26,825.28	26,825.28	356,006.72	7.01%
6017 • Volunteer Pay	75,000	0.00	0.00	75,000.00	0.00%
6018 • Director Pay	14,800	0.00	0.00	14,800.00	0.00%
6019 • Overtime					
6019.1 • Overtime, Operational	985,000	107,064.35	107,064.35	877,935.65	10.87%
6019.2 • Overtime, Outside Aid	250,000	0.00	0.00	250,000.00	0.00%
6019.3 • Overtime, JPA	100,000	7,512.00	7,512.00	92,488.00	7.51%
Total 6019 • Overtime	1,335,000	114,576.35	114,576.35	1,220,423.65	8.58%
6020 • P.E.R.S. Retirement	2,105,613	68,114.41	68,114.41	2,037,498.59	3.24%
6031 • Life Insurance	5,554	418.00	418.00	5,136.00	7.53%
6032 • P.E.R.S. Health Benefits	1,117,694	84,068.75	84,068.75	1,033,625.25	7.52%
6033 • Disability Insurance	12,402	975.00	975.00	11,427.00	7.86%
6034 • Health Cost of Retirees	750,000	403,837.79	403,837.79	346,162.21	53.85%
6040 • Dental/Vision Expense	141,760	8,199.00	8,199.00	133,561.00	5.78%
6050 • Unemployment Insurance	15,994	108.53	108.53	15,885.47	0.68%
6060 • Vacation & Sick Expense Reserve	125,000	0.00	0.00	125,000.00	0.00%
6070 • Medicare	104,100	8,085.71	8,085.71	96,014.29	7.77%
Total 6000 • Salaries & Wages	11,648,163	1,118,402.34	1,118,402.34	10,529,760.66	9.60%
6100 • Clothing & Personal Supplies	90,800	12,858.95	12,858.95	77,941.05	14.16%
6110 • Communications					
6111 • Business Phones	57,200	1,604.84	1,604.84	55,595.16	2.81%
6112 • Dispatch Services	18,000	0.00	0.00	18,000.00	0.00%
Total 6110 • Communications	75,200	1,604.84	1,604.84	73,595.16	2.13%

El Dorado Hills Fire Department

Revenue and Expense Summary

July 2013

	Prelim Budget Fiscal Year 2013-2014	Actual Expended July 2013	Actual Expended YTD July 31 2013	Remaining Balance Available	% of Budget Expended
6120 • Housekeeping	21,360	878.81	878.81	20,481.19	4.11%
6130 • Insurance					
6131 • General Insurance (Annual)	51,000	0.00	0.00	51,000.00	0.00%
6132 • Workers Compensation	500,205	41,617.75	41,617.75	458,587.25	8.32%
Total 6130 • Insurance	<u>551,205</u>	<u>41,617.75</u>	<u>41,617.75</u>	<u>509,587.25</u>	<u>7.55%</u>
6140 • Maintenance of Equipment					
6141 • Tires	14,000	0.00	0.00	14,000.00	0.00%
6142 • Parts & Supplies	10,000	0.00	0.00	10,000.00	0.00%
6143 • Outside Work	100,500	8,277.25	8,277.25	92,222.75	8.24%
6144 • Equipment Maintenance	120,845	5,534.83	5,534.83	115,310.17	4.58%
6145 • Radio Maintenance	5,000	0.00	0.00	5,000.00	0.00%
Total 6140 • Maintenance of Equipment	<u>250,345</u>	<u>13,812.08</u>	<u>13,812.08</u>	<u>236,532.92</u>	<u>5.52%</u>
6150 • Maintenance, Structures & Ground	43,300	4,924.93	4,924.93	38,375.07	11.37%
6160 • Medical Supplies					
6161 • Medical Supplies	1,000	0.00	0.00	1,000.00	0.00%
Total 6160 • Medical Supplies	<u>1,000</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00%</u>
6170 • Dues and Subscriptions	7,355	4,126.27	4,126.27	3,228.73	56.10%
6180 • Miscellaneous					
6181 • Miscellaneous	8,700	0.00	0.00	8,700.00	0.00%
6182 • Honor Guard	3,000	0.00	0.00	3,000.00	0.00%
6183 • Explorer Program	1,000	0.00	0.00	1,000.00	0.00%
6183 • Pipes and Drums	3,000	0.00	0.00	3,000.00	0.00%
Total 6180 • Miscellaneous	<u>15,700</u>	<u>0.00</u>	<u>0.00</u>	<u>15,700.00</u>	<u>0.00%</u>
6190 • Office Supplies	20,350	465.74	465.74	19,884.26	2.29%

El Dorado Hills Fire Department

Revenue and Expense Summary

July 2013

	Prelim Budget Fiscal Year 2013-2014	Actual Expended July 2013	Actual Expended YTD July 31 2013	Remaining Balance Available	% of Budget Expended
6200 • Professional Services					
6201 • Audit	10,500	0.00	0.00	10,500.00	0.00%
6202 • Legal	120,000	0.00	0.00	120,000.00	0.00%
6203 • Notices	3,500	58.90	58.90	3,441.10	1.68%
6204 • Misc.	259,440	11,837.33	11,837.33	247,602.67	4.56%
6205 • Elections/Tax Administration	1,000	0.00	0.00	1,000.00	0.00%
Total 6200 • Professional Services	394,440	11,896.23	11,896.23	382,543.77	3.02%
6220 • Rents and Leases - Buildings	104,244	17,372.96	17,372.96	86,871.04	16.67%
6230 • Small Tools and Supplies	40,900	0.00	0.00	40,900.00	0.00%
6240 • Special Expenses					
6241 • Training	69,750	7,633.93	7,633.93	62,116.07	10.95%
6242 • Fire Prevention	14,250	0.00	0.00	14,250.00	0.00%
6243 • Licenses	1,000	0.00	0.00	1,000.00	0.00%
6244 • Directors' Training & Travel	3,000	0.00	0.00	3,000.00	0.00%
Total 6240 • Special Expenses	88,000	7,633.93	7,633.93	80,366.07	8.68%
6250 • Transportation and Travel					
6251 • Fuel and Oil	75,000	6,415.74	6,415.74	68,584.26	8.55%
6252 • Travel	15,000	0.00	0.00	15,000.00	0.00%
6253 • Meals & Refreshments	18,000	111.55	111.55	17,888.45	0.62%
Total 6250 • Transportation and Travel	108,000	6,527.29	6,527.29	101,472.71	6.04%
6260 • Utilities					
6261 • Electricity	60,000	0.00	0.00	60,000.00	0.00%
6262 • Natural Gas/Propane	27,000	0.00	0.00	27,000.00	0.00%
6263 • Water/Sewer	14,000	0.00	0.00	14,000.00	0.00%
Total 6260 • Utilities	101,000	0.00	0.00	101,000.00	0.00%
6720 • Fixed Assets	5,020,900	100.00	100.00	5,020,800.00	0.00%
6560 • Payroll Expense - PERS Side Fund	0	0.00	0.00	0.00	0.00%
6999 • Contingencies	0	0.00	0.00	0.00	0.00%
Total Budget and Expenses	18,582,262	1,242,222.12	1,242,222.12	17,340,039.88	6.69%
Net Revenue/Expenses Over/Short +/-	(4,570,509)		(1,235,232.40)		

El Dorado Hills Fire Department

8/12/2013 3:43 PM

Register: 1000 · Bank of America

From 07/01/2013 through 07/31/2013

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/01/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		2.25	X		650,287.24
07/02/2013	16383	CA Assoc. of Profess...	6000 · Salaries & Wag...		975.00	X		649,312.24
07/02/2013	16384	Managed Health Net...	6200 · Professional Ser...		751.40	X		648,560.84
07/02/2013	16385	Standard Insurance Co.	6000 · Salaries & Wag...	Life Insurance	418.00	X		648,142.84
07/02/2013	16386	Fire Districts Associa...	6170 · Dues and Subsc...		550.00	X		647,592.84
07/02/2013	16387	Gary Pertle	6150 · Maintenance,Str...		4,450.00	X		643,142.84
07/02/2013	16388	International Assn. o...	6170 · Dues and Subsc...	Annual Member	254.00	X		642,888.84
07/02/2013	16389	FORTIS Telecom	6110 · Communication...		749.85	X		642,138.99
07/02/2013	16390	State Compensation ...	6130 · Insurance:6132 ...	Workers Comp	41,617.75	X		600,521.24
07/02/2013	16391	DC Management, LLC	6220 · Rents and Lease...		8,686.48	X		591,834.76
07/03/2013	EFT	P.E.R.S. Health	-split-	Health Benefits...	112,906.54	X		478,928.22
07/03/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		65.00	X		478,863.22
07/05/2013	EFT	ADP	6200 · Professional Ser...		249.50	X		478,613.72
07/05/2013	EFT	ADP (FSA)	-split-		513.24	X		478,100.48
07/08/2013	16392	CalPERS (OPEB Pre...	6000 · Salaries & Wag...	Annual Payme...	375,000.00	X		103,100.48
07/08/2013	16393	El Dorado Hills Busi...	-split-		3,052.27	X		100,048.21
07/08/2013	16394	Mountain Democrat	6200 · Professional Ser...		58.90	X		99,989.31
07/09/2013	EFT	CalPERS Payable	2010 · Accounts Payable	Conf 10032039...	83,720.64	X		16,268.67
07/09/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		53.35	X		16,215.32
07/10/2013		Transfer from LAIF	1074 · Local Agency I...	Confirm #1401...		X	700,000.00	716,215.32
07/10/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		4.55	X		716,210.77
07/11/2013	EFT	ADP (FSA)	2031 · FSA-Dependent...		697.57	X		715,513.20
07/11/2013	EFT	Business Card	2010 · Accounts Payable	Auth Rep	31.63	X		715,481.57
07/11/2013	16395	Arnolds for Awards	2010 · Accounts Payable		90.65	X		715,390.92
07/11/2013	16396	CALPO/HOM/MAC...	2010 · Accounts Payable		12,384.00	X		703,006.92
07/11/2013	16397	El Dorado Disposal S...	-split-	Garbage	611.90	X		702,395.02
07/11/2013	16398	FedEx	2010 · Accounts Payable		61.40	X		702,333.62
07/11/2013	16399	Blue Ribbon Personn...	2010 · Accounts Payable		538.56	X		701,795.06
07/11/2013	16400	Placerville Rad. Med...	2010 · Accounts Payable		35.00	X		701,760.06
07/11/2013	16401	Raleys	2010 · Accounts Payable		168.34	X		701,591.72
07/11/2013	16402	Reibes Auto Parts	2010 · Accounts Payable		58.02	X		701,533.70
07/11/2013	16403	Riverview Internatio...	2010 · Accounts Payable		2,149.59	X		699,384.11
07/11/2013	16404	Verizon Wireless	2010 · Accounts Payable		1,035.89	X		698,348.22
07/11/2013	16405	West Coast Events	2010 · Accounts Payable		400.00	X		697,948.22
07/11/2013	16406	Joshua Couch	2023 · Accrued Retire...		3,900.00	X		694,048.22
07/11/2013	16407	California State Disb...	-split-	For 7-11-13 Pa...	666.92	X		693,381.30
07/11/2013	16408	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deducti...	1,984.45	X		691,396.85
07/11/2013	16409	Angelica Silveira	6000 · Salaries & Wag...		150.00	X		691,246.85
07/11/2013	16410	Frederick Russell	6000 · Salaries & Wag...		150.00	X		691,096.85
07/11/2013	16411	Dwight Piper	6000 · Salaries & Wag...		150.00	X		690,946.85

El Dorado Hills Fire Department

8/12/2013 3:43 PM

Register: 1000 · Bank of America

From 07/01/2013 through 07/31/2013

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/11/2013	16412	Dennis Planje	6000 · Salaries & Wag...		150.00	X		690,796.85
07/11/2013	16413	E.I.D.	6720 · Fixed Assets	Water/Sewer	100.00			690,696.85
07/11/2013	16414	Robert Hughes	6100 · Clothing & Pers...		94.25	X		690,602.60
07/11/2013	16415	Mike Roppolo	6250 · Transportation a...		32.01			690,570.59
07/11/2013	16416	Darin Webb	6100 · Clothing & Pers...		195.24	X		690,375.35
07/11/2013	16417	El Dorado County A...	6200 · Professional Ser...		9,411.15	X		680,964.20
07/11/2013	16418	P. G. & E.	-split-	Sta 84, 85, 86, 87	6,798.70	X		674,165.50
07/11/2013	16419	Public Retirement Jo...	6170 · Dues and Subsc...		195.00	X		673,970.50
07/11/2013	16420	Target Safety	6240 · Special Expense...		7,382.00	X		666,588.50
07/11/2013	PR13-7-1	Payroll - Taxes	2021 · Federal Tax Wit...	Taxes	55,105.33	X		611,483.17
07/11/2013	PR13-7-1	Payroll - Direct Depo...	2021 · Federal Tax Wit...	Direct Deposit	186,487.88	X		424,995.29
07/12/2013	EFT	P.E.R.S. ING	-split-	PR13-7-1 Conf...	6,693.54	X		418,301.75
07/12/2013	EFT	Nationwide Retireme...	-split-		11,982.14	X		406,319.61
07/12/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		148.85	X		406,170.76
07/15/2013		Bank Charges	6190 · Office Supplies	Bank Charges	117.28	X		406,053.48
07/15/2013	EFT	Business Card	6200 · Professional Ser...	Auth Rep	14.34	X		406,039.14
07/15/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		183.32	X		405,855.82
07/16/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		349.91	X		405,505.91
07/18/2013		Deposit	1111 · Accounts Recei...	Deposit		X	280.00	405,785.91
07/18/2013		Deposit	-split-	Deposit		X	1,035.91	406,821.82
07/18/2013		Deposit	-split-	Deposit		X	5,914.26	412,736.08
07/18/2013		Deposit	1110 · Accounts Recei...	Deposit		X	48,555.63	461,291.71
07/18/2013		ADP (FSA)	2032 · FSA-Medical C...		35.00	X		461,256.71
07/18/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		15.00	X		461,241.71
07/19/2013		Check Printing Charge	6190 · Office Supplies	Should be refu...		X	32.00	461,273.71
07/19/2013	EFT	ADP	6200 · Professional Ser...		258.52	X		461,015.19
07/19/2013	EFT	P.E.R.S. Retirement	-split-	PR-13-7-1 ...	80,169.85	X		380,845.34
07/19/2013	EFT	P.E.R.S. Retirement (...)	6000 · Salaries & Wag...	PR-13-7-1 Con...	3,583.15	X		377,262.19
07/22/2013	To Print	ADP (FSA)	2032 · FSA-Medical C...		77.71	X		377,184.48
07/23/2013		Transfer from LAIF	1074 · Local Agency I...	Confirm #1405...		X	400,000.00	777,184.48
07/23/2013		Deposit	1110 · Accounts Recei...	Deposit		X	267,681.46	1,044,865.94
07/25/2013		Deposit	-split-	Deposit		X	1,702.45	1,046,568.39
07/25/2013	EFT	P.E.R.S. ING	-split-	PR13-7-2 Conf...	6,693.54	X		1,039,874.85
07/25/2013	EFT	ADP (FSA)	2031 · FSA-Dependent...		619.45	X		1,039,255.40
07/25/2013	16421	Chase Bank	2029 · Other Payable	Pipes & Drums	400.00	X		1,038,855.40
07/25/2013	16422	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deducti...	1,984.45	X		1,036,870.95
07/25/2013	16423	California State Disb...	-split-	For 7-25-13 Pa...	666.92	X		1,036,204.03
07/25/2013	16424	Allstar Fire Equipme...	2010 · Accounts Payable		3,110.00			1,033,094.03
07/25/2013	16425	A T & T Wireless	6110 · Communication...	Cell Phones	343.90	X		1,032,750.13
07/25/2013	16426	Carbon Copy, Inc	-split-		94.83	X		1,032,655.30

El Dorado Hills Fire Department

8/12/2013 3:43 PM

Register: 1000 · Bank of America

From 07/01/2013 through 07/31/2013

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
07/25/2013	16427	Blue Ribbon Personn...	-split-		1,133.22			1,031,522.08
07/25/2013	16428	Burkett's	-split-		380.46	X		1,031,141.62
07/25/2013	16429	Channing L. Bete Co...	6240 · Special Expense...		251.93	X		1,030,889.69
07/25/2013	16430	Comcast	6110 · Communication...		122.43	X		1,030,767.26
07/25/2013	16431	Comtech Communic...	6150 · Maintenance,Str...		292.75	X		1,030,474.51
07/25/2013	16432	Cooperative Personn...	2010 · Accounts Payable		6,507.00	X		1,023,967.51
07/25/2013	16433	DC Management, LLC	6220 · Rents and Lease...		8,686.48			1,015,281.03
07/25/2013	16434	El Dorado Hills Rota...	6170 · Dues and Subsc...		75.00			1,015,206.03
07/25/2013	16435	Hefner, Stark & Mar...	2010 · Accounts Payable	Legal Services	5,600.00	X		1,009,606.03
07/25/2013	16436	InterState Oil Compa...	-split-		5,970.56	X		1,003,635.47
07/25/2013	16437	L.N. Curtis & Sons	2010 · Accounts Payable		4,055.31	X		999,580.16
07/25/2013	16438	Norcal Janitorial Sup...	6120 · Housekeeping		878.81	X		998,701.35
07/25/2013	16439	Project Leadership A...	-split-		5,900.00	X		992,801.35
07/25/2013	16440	Verizon Wireless	-split-		388.66	X		992,412.69
07/25/2013	16441	West Coast Frame/C...	-split-		8,277.25			984,135.44
07/25/2013	16442	Allstar Fire Equipme...	2010 · Accounts Payable		3,298.13			980,837.31
07/25/2013	16443	State Board of Equali...	6250 · Transportation a...		444.00	X		980,393.31
07/25/2013	PR13-7-2	Payroll - Taxes	2021 · Federal Tax Wit...	Taxes	66,621.35	X		913,771.96
07/25/2013	PR13-7-2	Payroll - Direct Depo...	2021 · Federal Tax Wit...	Direct Deposit	201,534.51	X		712,237.45
07/26/2013	EFT	Nationwide Retireme...	-split-		11,982.14	X		700,255.31
07/26/2013	EFT	ADP (FSA Service C...	6200 · Professional Ser...		82.80	X		700,172.51
07/29/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		125.00	X		700,047.51
07/31/2013	EFT	ADP (FSA)	2032 · FSA-Medical C...		5.00	X		700,042.51

EL DORADO HILLS FIRE DEPARTMENT

2013 - 2018

FIVE YEAR PLAN

Adopted:

Five Year Plan – Draft August 22, 2013

Introduction	Page 1-4
Development Summary	Page 5-7
Graphs for Residential Units/Development/Incidents	Page 8-10 (not included)
Department Organization	Page 11-14 (Org chart not included)
Apparatus and Equipment Schedule/Facilities	Page 15-16
Response Time Summary	Page 17 (Response Times 18-24 not included)
Revenue	Page 25
Development Fees	Page 26-29
Revenue Projections	Page 31-32 (Property Tax Revenue/Assessed Value not included)

Note: Pages not included will be included in the September version for adoption.

INTRODUCTION

PURPOSE

To project the growth of the community and Fire Department and to establish a financial and operational plan to meet the emergency response needs of the community.

VISION

We will be a leader in emergency services. We will be a diverse workforce that provides quality fire and life safety services through proactive and innovative training, education, code enforcement, risk assessment and community service.

MISSION

To serve the community of El Dorado Hills with integrity and excellence.

INTRODUCTION

The following is a five-year projection for the growth of the El Dorado Hills Fire Department. The projections in this report are based on statistics, various E.I.R. reports, and submitted development plans. Included in the report are projections of home development, estimated population growth, and corresponding alarm responses.

The organization section reflects our goals for increases in Fire Department personnel, station staffing levels, apparatus placement, and organizational structure changes.

The apparatus and facilities section forecasts our needs for additional apparatus and equipment or replacement of present apparatus, and the building of new facilities to most appropriately meet the demand of future growth.

Response times to the various areas in the District are one of the major factors in determining station placement. This, along with staffing levels and apparatus, determines overall District fire protection levels. The response times illustrated are predicated on a staffed station.

Revenue and development fees are also discussed.

While this report was prepared to assist us with planning for the future, it is acknowledged that economic factors, market demands, political influences and resources can substantially affect our projections.

HISTORY

In 1963, the El Dorado Hills County Water District was formed to provide water and sewer services to the Community of El Dorado Hills. In the same year, the Fire Department was established under the County Water District. The citizens of El Dorado Hills voted in 1973 to have the water and sewer systems operated by El Dorado Irrigation District, therefore, leaving only fire protection under the direction of the County Water District Board.

At its inception, the District included approximately 10,500 acres with about 90 homes, one school, one market, and one fire station. During the past 45 years, the District has expanded to approximately 30,000 acres with over 14,000 homes and an estimated population of 42,000. The public schools have grown to six elementary, two middle, and one high school. The District also has three private schools. Commercial development includes a 900-acre business park, a 260-acre town center, three grocery stores, and a Target. The total commercial square feet in the District is approximately 4,600,000.

Station 85 (One) was constructed in 1963 with the help of the volunteer firefighters and was utilized as a Fire Department, community building, Community Services District office, and County Water District office. In 1990, the station was remodeled and expanded. The project included remodeling the existing station and adding 3,800 square feet.

Station 84 (Two) was constructed in 1982 and staffed with volunteer personnel for nine years. In 1991, Station 84 was staffed with paid personnel, in addition to volunteer personnel. A major remodel of Station 84 was completed in 1993, adding a storage area, dormitory, and restroom facilities to accommodate the paid staff assigned there. In addition, the outside was remodeled, adding a hose tower and an aboveground fuel tank.

In June of 1995, the Fire Department hired three paramedics and operated a paramedic engine out of Station 84. Since that time, all stations operate with Advanced Life Support. Several volunteer personnel have also completed paramedic accreditation in El Dorado County.

In 1999, the District purchased a ten-acre parcel in the Bass Lake area to build a new fire station. In February 2001, the District also placed in service a new Quint apparatus with a 105-foot aerial ladder and a new fire engine. The District also completed its hiring process by adding twelve new paid positions and seven new volunteer positions. This brought the District total to 47 paid personnel and 45 volunteers.

In February 2001, the District also began operating a full-time paramedic ambulance, which is funded through a contract with the Joint powers Authority and El Dorado County.

In March 2001, Station 86 opened and was staffed with three personnel and equipped with an advanced life support engine. Also placed into service was a new wildland urban interface engine.

In 2001, the Department received a re-grading from the Insurance Services Office. The District is currently rated at Class 4 for areas with fire hydrants and Class 8 for rural areas. This grading is a reduction from prior years, which may mean an insurance rate savings for commercial business as well as residential development. The District was regraded in 2006 and was upgraded to a Class 3 for areas with fire hydrants and a Class 8B for rural areas.

A new Air/Light Support Unit was placed in service in February 2002. This unit provides the District with the capability of filling air bottles on scene as well as providing additional rescue and lighting support.

In 2003, the District completed the purchase of property at Wilson and El Dorado Hills Boulevard and began construction on a new Fire Station/Administrative Offices to replace the 40 year old station at Lassen Lane. Also in 2003, the District reorganized its Administrative Staff by adding two Battalion Chief positions, which were filled through an internal promotional process.

Construction of our new Administrative Offices and Fire Station was complete in January of 2005. This facility is 26,000 square feet and will accommodate the District needs for the next 50 years. The new facility also includes a large community meeting room and provides ample room to add staff as the District continues to grow.

After vacating the Lassen Lane Station, the District successfully negotiated a five-year lease agreement with El Dorado County to convert the old station into a Senior Center. El Dorado County purchased this building in 2007 for the seniors.

In 2005, the District purchased a 21-acre site on Cypress Point Court in the El Dorado Hills Business Park. In June of 2007, the District hired nine positions for Station 87 staffing. New Type I and Type III engines were purchased for the Station 87 opening. Our fourth fire station (#87) was opened and staffed on this property in January 2008. A training facility complete with classrooms, training tower, and various firefighting props is now in the planning stages.

At the opening of Station 87, the District transitioned the Administrative Battalion Chiefs to Shift Battalion Chiefs to help facilitate growth and personnel management.

The District down staffed three positions in 2009 and again in 2012. The shift staffing currently stands at 459 shift personnel and ~~three shift Battalion Chiefs~~. Other personnel include a Fire Chief, Deputy Chief, ~~Prevention Division~~ Battalion Chief/Fire

Marshall, a ~~Training~~-Battalion Chief/Training, a Chief Financial Officer, a ~~Systems Technician and~~ 3 Administrative Assistants. Also on staff is a Fire Prevention Specialist and an Operations Support person.

DEVELOPMENT SUMMARY

RESIDENTIAL DEVELOPMENT						
Residential Development	Total Projected Units	Zone	Acres	Available Units	Est.Pop.	Phase
Carson Creek/Euer Ranch	1,700	87A	710	1,240	3,720	Planning/Const.
La Canada, Alto LLC, Diamante Estates	89	84B	337	89	267	Planning
Treviso	25	84A	50	25	75	Construction
Marina Hills	34	84A	24	2	6	Construction
Park Estates	8	85A	6	2	6	Construction
Pedregal	99	85A	121	99	297	Planning
Promontory	1,100	84/85A	1,000	530	1,590	Construction
Rancho Dorado (Wilson So.)	286	85A	125	286	858	Approved Map
Villadoro (Ridgeview)	71	85A	125	51	153	Construction
Ridgeview Village #9 (Powers)	48	85A	22	48	144	Planning
South Pointe	28	84A	48	28	84	Construction
Summit Unit II	95	84A	68	8	24	Construction
Sweetwater	11	84C	54	11	33	Planning
Valley View/West Valley (Blackstone)	2,840	87A	1,980	2,640	7,920	Construction
Watermark	32	84C	120	23	69	Construction
Subtotal	6,466		4,790	5,082	15,246	
84A N/O Power Lines, W/O Silva Valley, Allegh., Salmon Falls-Kaila 84B N/O Power Lines, E/O Silva Valley, Allegh., Salmon Falls-Kaila 84C Salmon Falls N/O Kaila to District Boundary 85A N/O HWY 50 to Power Lines, W/O Silva Valley 86A N/O Hawkview - 86B HWY 50 E/O Silva Valley, S/O Hawkview 87A S/O Hwy 50, Includes Whiterock and Tong						

Residential Development	Total Projected Units	Zone	Acres	Available Units	Est. Pop.	Phase
Bass Lake Area						
Bass Lake North	63	86B	27	63	189	Approved Map
Bell Ranch	113	86B	113	113	339	Approved Map
Bell Woods	56	86B	34	56	168	Approved Map
City Lights	73	86A	73	181	543	Approved Map
Hawkview Ridge	40	86B	40	110	330	Approved Map
Laurel Oaks	98	86A	98	48	144	Construction
Lakewood	8	86A	42	8	24	Approved Map
Oak Knoll Estates	78	86B	46	78	234	Planning
Marble Valley	370	87A	1,450	370	1,110	Approved Map
Sutter Creek	10	86B	24	10	30	Approved Map
Stonehill	229	86B	84	229	687	Approved Map
Subtotal	1,138		2,031	1,266	3,798	
Serrano / El Dorado (Total)						
Village A	376	85A	114	54	162	Construction
Village B	196	85A	58	0	0	Completed
Village C	427	85A	165	50	150	Construction
Village D	787	85A	269	137	411	Construction
Village E	696	85A	190	0	0	Completed
Village F	257	86A	74	0	0	Completed
Village G	199	86A	67	0	0	Construction
Village H	267	85A	218	89	267	Construction
Village I	105	85A	26	1	3	Construction
Village J	539	86A	137	394	1,182	Planning/Construction
Village K	699	86A	323	496	1,488	Construction
Village L	110	85A	58	18	54	Construction/Planning
Village M	168	84B	156	162	486	Planning/Construction
Appian / SVP	70	84B		70	210	Planning
Subtotal	4,896		1,855	1,471	4,413	
Grand Total	12,500		8,676	7,819	23,457	
84A N/O Power Lines, W/O Silva Valley, Allegh., Salmon Falls-Kaila 84B N/O Power Lines, E/O Silva Valley, Allegh., Salmon Falls-Kaila 84C Salmon Falls N/O Kaila to District Boundary 85A N/O HWY 50 to Power Lines, W/O Silva Valley 86A N/O Hawkview – 86B HWY 50 E/O Silva Valley, S/O Hawkview 87A S/O Hwy 50, Includes Whiterock and Tong						

COMMERCIAL DEVELOPMENT SUMMARY

Estimated Commercial Construction Per Year				150,000 square feet
	Zone	Acres		
Carson Creek Development	87A	3	Planning	
El Dorado Hills Business Park	87A	900	Construction	
Northwest Specific Plan	84A	24	Construction	
Serrano Development	85A	256	Approved	
Town Center East and West	87A	130	Construction	
The Pointe	87A	38	Construction	
Village Square North	85A	9	Construction	
West Valley / Valley View	87A	7	Construction	
Clarksville Professional Office Area	87A	20	Approved	
Green Valley @ Sophia	84A	5	Planning	
Hidden Acres Commercial	84A	40	Planning/Construction	
84A N/O Power Lines, W/O Silva Valley, Allegh., Salmon Falls-Kaila 84B N/O Power Lines, E/O Silva Valley, Allegh., Salmon Falls-Kaila 84C Salmon Falls N/O Kaila to District Boundary 85A N/O HWY 50 to Power Lines, W/O Silva Valley 86A N/O Hawkview - 86B HWY 50 E/O Silva Valley, S/O Hawkview 87A S/O Hwy 50, Includes Whiterock and Tong				

DEPARTMENT ORGANIZATION

(Current - 20130)

Staff plans to maintain its current staffing levels ~~for 2013 for a time~~. There are 67 positions available at this time. Staffing has decreased through attrition to 57~~63~~ positions which are all filled at this time.

The District is developing plans for its training facility located in the El Dorado Hills Business Park. The training facility would include a classroom, training office, specialized rescue area, as well as a five-story training tower. The training tower would also include a computerized system that simulates actual firefighting activities.

ORGANIZATIONAL CHART (New Chart0

STATION APPARATUS AND STAFFING SUMMARY

Current

STATION 85 - ADMINISTRATIVE OFFICES

Administrative

1 – Chief
1 – Deputy Chief
1 – ~~Division Chief~~ Battalion Chief / Fire Marshall
1 – Battalion Chief Training
~~3 – Shift Battalion Chief~~
1 – Chief Financial Officer
~~1 – Systems Tech~~
3 – Administrative Assistants
2 – Administrative Fire Prevention Positions (1 unfilled and unfunded)
1 – Administrative Training Captain (unfilled and unfunded)
1 – Operations Support Position

Fire Personnel

3 – Captains
3 – Engineers
12 – Firefighter/Paramedics or

EMS Tech Positions

Volunteer Personnel

Apparatus

2 – Shift Battalion Chief Vehicles
4 – Staff Vehicles

Apparatus

2 – Engines
1 – Quint
3 – Utilities

1 – Medic Unit

1 – Reserve Medic Unit

1 – Air Unit

STATION 84 – MARINA VILLAGE

Fire Personnel

3 – Captains
3 – Engineers
3 – Firefighter/Paramedics
Volunteer Personnel

Apparatus

3 – Engines

STATION 86 – BASS LAKE

Fire Personnel

3 – Captains
3 – Engineers
~~3~~ 6 – Firefighter/Paramedics
Volunteer Personnel

Apparatus

3 – Engines

STATION 87 – BUSINESS PARK

Fire Personnel

3 – Captains
3 – Engines
~~3~~ 4 – Firefighter/Paramedics

Apparatus

3 – Engines

Total Paid Personnel – 5763

Total Volunteer Personnel – 3545

~~2011—2013~~2013-2015

The Staffing committee will ~~be meeting again to review this~~evaluate an increase in personnel and make recommendations to the Board of Directors.~~area.~~

~~At this time there are no plans to increase staffing. The District conducted a Voluntary Exit Incentive Program, in an effort to reduce staffing. Three personnel retired and the District was allowed to maintain the vacancy created by those positions.~~

APPARATUS AND EQUIPMENT SCHEDULE

<u>YEAR</u>	<u>APPARATUS</u>	<u>ESTIMATED COST</u>
2004/2005	Purchase Mobile Computer Terminal System	200,000
2010/2011	Replace additional Type I Engine (8573)	450,000
2011/20122013/2015	Replace two 2003 Staff Vehicles	90,000
2011/20122013/2014	Replace Type III Engine (8575)	350450,000
2014/2015	Replace Type I/II Engine	500,000
2013-2014	Rescue Squad	150,000
	Total Projected	\$1,190590,000

| **NOTE:** Prices quoted are 2013~~0~~ values and include equipment.

District policy is to replace staff vehicles between 80,000 and 100,000 miles.

FACILITIES

201208 - 20183 Business Park Training Facility

The District is proposing a training facility in the El Dorado Hills Business Park. This complex will be located on a twenty-one acre parcel shared with Fire Station 87. The training facility will include a training tower, classroom facilities, office space, pump testing facility, fire environment building and a large open area for emergency vehicle operations training.

The training facility will be a multi-use facility with the potential of outside agencies paying a user fee to offset some of the District's costs. Many Fire Departments in El Dorado and Sacramento Counties have expressed interest in utilizing such a facility as well as other agencies such as E.I.D., P.G. & E. and the Sheriff's Department.

Estimated Cost for Training Facility

2004/2005	\$2,775,000	Acquire property in the area of the EDH Business Park
2010/2015	10,000,000	Construction of Training Facility

2010 – 2015 Station 84 (Francisco Station)

The District is ~~proposing in process of to rebuilding or replace~~ Station 84 with a new station that would to meet the needs of increased staffing and apparatus pursuant to the current and future growth in the north end of the District. ~~Staff would plan to demolish and build a new facility.~~

	<u>Estimated Cost for Station</u>	<u>Estimated Cost for Property</u>
2010/2015	\$4,000,000	\$1,000,000

RESPONSE TIME SURVEY SUMMARY

The following exhibits show response times to the more populated areas of the Fire District. It does not reflect total response time, which includes reporting the emergency and call processing.

A six-minute response zone for each existing station, and the proposed Business Park Station, is included on individual maps.

Response times are one of the major factors in determining locations of future fire stations. A study of residential structure fires completed by the National Fire Protection Association (NFPA) reveals that a fire reaches a critical state within an elapsed time of four to ten minutes. Once a fire reaches this critical point, it spreads with extreme intensity, compounding loss and manpower factors. The NFPA recommends that Fire Department efforts should be concentrated on attacking fires before they reach this critical stage.

Another area of concern regarding response times is medical calls. Forty to fifty percent of the calls answered by this Department are medical aid related. A critical time factor for survival of a person not breathing is four to six minutes before permanent brain damage or death occurs.

With this information and other time factors, which would add to the total response time, we can surmise that the optimum response time should be six minutes or less. The District has adopted a goal of a six-minute response time to ninety percent of the incidents within the District. This meets and is in concurrence with the El Dorado County General Plan response time criteria.

In addition, each station would provide the other stations with a backup response for structure fire, wildland fire, and multiple alarm situations.

REVENUE

Over the past five years, the District has experienced ~~an increase~~ a decrease in property taxes on an average of ~~nine~~ less than two percent (92%) per year. However, based upon the County projections, the District will experience ~~an 8.4% reduction~~ an increase of 1.5% in tax revenue in fiscal year 20130/14. ~~The District experienced a 4% reduction in tax revenue in 2009/10.~~ The decline in tax revenue over the past five years ~~was~~ is due to the economic downturn and lack of residential and commercial development and appears to be turning around at this time.

The Development Fee imposed on all new development pays its percentage share of capital expenditures necessitated by the growth in the community. (See Development Fee Discussion at Pages 27-29.)

DEVELOPMENT FEES

As more fully detailed throughout the Five-Year Plan, the following capital expenditures are projected to occur during the five-year period commencing in year 200130/20141 and concluding in 20174/20158 as a result of new development.

FACILITIES						
Year	Facility Planned	Cost	Percent Attrib. to Dev.	Year in Plan	Cost Attributed to Development	Cost paid for from General Reserve
2004 – 2005	Acquire property for Training Facility	\$2,775,000	75%	2005	\$2,081,250	\$693,750
2010 – 2015	Design and construction of Training Facility, Driving Course, Training Tower	\$10,000,000	75%	2005	\$7,500,000	\$2,500,000
2010 – 2015	Design and construction of new Station 84 (Francisco)	\$4,000,000	50%	2008	\$2,000,000	\$2,000,000
2013- 2015 2010- 2015	Land – Station 84 Rescue Squad	1,000,000\$175 000	50%50 %	20102 013	\$500,000\$87, 500	\$500,000\$87,500
OTHER THAN FACILITIES						
2010- 12	Facility Master Plan	75,000	100%	2010	\$ 75,000	\$ 0
Total Facilities / Other		\$17,850025,00 0			\$12,156,2501 1,743,750	\$5,693,750281,2 50

Note: "Portion attributed to new development" indicates that the need for the item is not entirely attributable to new development. Each of these items is attributed to new development based upon the proportion of population contributed by new development versus existing population and the fact that certain expenditures become necessary only when certain population thresholds are met.

The District is committed to maintaining the level of service provided to existing residents within its jurisdiction. Development Impact Fees are imposed by the District to cover the costs of facilities and equipment necessary to mitigate the impacts of new development and to ensure that existing service levels are not compromised. The District intends to maintain its existing level of service by maintaining response times to incidents, maintaining the existing personnel to population ratio, acquiring and constructing properly located Fire Stations to house required personnel and to respond to emergencies over an expanding geographical area of development, maintaining the training level and response capability of an expanding number of personnel, acquiring and equipping the number and types of emergency response apparatus and equipment to effectively respond to a wide range of incidents, and such other measures, which in the opinion of the Chief and Board of Directors, may be necessary to continue to provide fire and emergency medical response and related services to the citizens of El Dorado Hills.

The District is uniquely situated within an urban-wildland interface area of the Sierra-Nevada foothills. A major interstate freeway bisects the district. Folsom Lake and the American River are major recreational attractions within the District. The District is located within one of the state's major growth areas and has experienced rapid growth over the last ten years. Despite such rapid development, significant portions of the District remain rural or semi-rural in nature. The combination of urban, semi-rural and rural developments within a single District, together with the foothill topography, the major interstate and the major recreation areas presents the District with a broad range of challenges. Throughout its history, the District has met those challenges and has built the necessary stations, purchased necessary apparatus and equipment, and staffed the District with adequate personnel. The collection of adequate Development Impact Fees has been crucial to the District meeting the challenges of rapid growth.

In order to ensure that the District can continue to maintain existing levels of service and meet the demands of continuing growth, it is necessary to update and expand stations and training facilities and acquire additional equipment as outlined in this Five Year Plan. The Five Year Plan has been developed by District staff based upon input from the Board of Directors and the public at duly noticed public hearings. The District holds an annual workshop in December, to which the public is invited, and at which the District's Five Year Plan is reviewed to ensure that it is adequate to meet future challenges facing the District. Additionally, in March and April of each year, the Board conducts public hearings upon the District's updated Five Year Plan. At those hearings, District staff presents and reviews the Five Year Plan and provides background information pertaining thereto. At the April Board of Directors meeting, the District updates its Development Impact fee based upon the information contained in the Five Year Plan and the background information presented at the March and April Board meetings.

By adopting this Five Year Plan based upon the information presented by the Chief, District staff, and the general public, the Board has determined that the additional facilities included within the Five Year Plan are necessary to maintain existing service levels within the District. By adopting the Development Impact Fee supported by the Five Year Plan, the Board of Directors has determined that the facilities (or portion of facilities) included within the Development Impact Fee calculation are necessary to mitigate the impacts of future growth and to maintain the existing levels of service to

both existing and future residents. While the District's current facilities and equipment would not be sufficient to accommodate future growth nor mitigate the impacts thereof, it is undoubtedly true that some measure of excess capacity exists. Other jurisdictions account for this excess capacity and include within their Development Fee calculations the replacement cost of portions of existing facilities to the extent such capacity may serve future development. This Five Year Plan and Development Fee does not include such facilities or equipment. The facilities and equipment included within this Development Fee calculation are limited to future facilities and to recently completed facilities funded through general reserve borrowing, the repayment of which shall be generated by Development Fees. These facilities will remain in the plan until the intra-fund borrowing has been repaid.

The District has historically imposed its Development Impact Fee upon a "per dwelling unit" analysis, through which the total cost of facilities and equipment required to mitigate the impacts of new growth were divided by the projected number of "equivalent dwelling units" to establish a per dwelling unit fee. The per dwelling unit fee was then converted for commercial and industrial application by dividing the per dwelling unit fee by the average dwelling unit size to arrive at a per square foot fee. With the adoption of this Five Year Plan and the 2006 Development Impact Fee, the District modified the Development Fee calculation. Based upon input from the balance of the El Dorado County Fire Districts and consistent with the approach of Sacramento Metropolitan Fire District, the District intends to impose its Development Impact Fee upon a square footage basis for both commercial and residential applications. This change is made to more accurately spread the costs of required facilities and equipment between different types of development, and between different sized structures. In the past, a 1,200 square foot, two bedroom home was required to pay the same impact fee as a 7,000 square foot, six-bedroom home. Additionally, average home size, upon which the commercial fee was based, was assumed at 1,800 square feet based upon 1980s development, while actual average home size has grown to approximately 3,900 square feet over the last several years. With the change to a per square foot fee basis, the costs of necessary facilities will be more appropriately calculated and imposed. The District recognizes that relative ability to pay the Development Impact fee cannot be a basis upon which to calculate the fee and adoption of a per square foot fee is not based upon such principles.

It is the judgment of the District, based upon experience within the District and based upon similar methodologies employed by other agencies, that imposition of the Development Impact Fee on a per square foot basis is justified. Factors considered in arriving at this determination include, without limitation, the following:

By definition, larger homes have greater combustible space than smaller homes and require greater fire flow, and consequently, greater numbers of personnel and equipment are needed to respond to fire emergencies and perform both search and rescue as well as firefighting operations.

Larger homes have the capacity of housing greater numbers of inhabitants, thereby increasing the likelihood of calls for service, particularly for medical aid.

Larger homes and larger commercial buildings may require special apparatus to adequately respond to emergencies, given the mass and height of individual structures and the topography of the District.

Larger homes may have additional features not common to smaller structures, such as multiple fireplaces or multiple kitchens which may contribute to increased calls for service.

The District recognizes that not every large home will ultimately generate greater demands than a smaller home. However, the very purpose and responsibility of the District is to prepare for the worst case scenario and ensure that adequate facilities and equipment are available, and that personnel are adequately trained to respond to every emergency. The facilities and equipment included within this plan and the Development Impact Fee calculations have been determined to be necessary to address the impacts of new development. It is the judgment of the District that the costs of such facilities and equipment are most accurately spread among the generators of the impacts based upon the size of the structures developed.

The District's 2013~~0~~ Development Impact Fee is therefore based upon the following formula:

The county-adopted formula for determining the development fee is to divide the projected capital expenditures that are related to the impact of growth by the projected number of dwelling units and commercial development over a five-year period.

$$\frac{\text{Capital Expenditures}}{\text{Residential/Commercial Square Footage}} = \text{Development Fee per square foot}$$

The total cost of necessary facilities directly attributable to new development based upon the adopted Five Year Plan is ~~\$12,156,250~~\$11,743,750. The projected number of square footage for commercial development over the Five Year Plan is 750,000 and residential square footage is 8,299,000 for a total of 9,049,000. By dividing ~~\$12,156,250~~\$11,743,750 by \$9,049,000, the District determines that a Development Impact Fee in the amount of ~~\$1.29~~\$1.34 per square foot is justified. While the Development Fee is calculated at ~~\$1.34~~\$1.34 per square foot, the Board of Directors has elected to continue to assess \$1.16 per square foot with the remainder to be recuperated from the General Reserve.

The Development Fee may be adjusted upward or downward in future years in connection with the annual review of development fees as the Five Year Plan is modified and the actual expenditure and growth numbers replace projected numbers.

If development occurs at a rate slower than that projected, fee collections will be delayed and facilities and/or apparatus acquisitions will be adjusted accordingly.

REVENUE / BUDGET FORECAST						
YEAR 2013 to 2018						
REVENUE FORECAST				BUDGET FORECAST		
YEAR	SOURCE	REVENUE		SOURCE	EXPENSES	BALANCE
	Actual			Actual		
2010/11	PROPERTY TAXES	12,002,181		SALARIES/WAGES	13,386,059	
	INTEREST/JPA REVENUE	1,204,584		OPERATIONS	1,058,299	
	DEVELOPMENT FEES	382,159		FIXED ASSETS	1,010,801	
	GRANT FUNDS	61,296		CAPITAL RESERVE	-	
	MISC.	141,361				
	TOTAL REVENUE	13,791,581		TOTAL BUDGET	15,455,159	(1,663,578)
	Actual			Actual		
2011/12	PROPERTY TAXES	11,861,078		SALARIES/WAGES	11,739,057	
	INTEREST/JPA REVENUE	1,133,092		OPERATIONS	1,032,133	
	DEVELOPMENT FEES	695,722		FIXED ASSETS	144,617	
	GRANT FUNDS	-		PERS Expense for Side Fund Payoff	1,094,218	
	OES	38,639				
	MISC.	168,052				
	TOTAL REVENUE	13,896,583		TOTAL BUDGET SPENT	14,010,025	(113,442)
	Actual (Not final)			Actual (Not final)		
2012/13	PROPERTY TAXES	11,931,830	0.50%	SALARIES/WAGES	11,412,356	
	INTEREST/JPA REVENUE	1,012,576		OPERATIONS	1,463,698	
	DEVELOPMENT FEES	1,062,498		FIXED ASSETS (Training Facility)	1,255,069	
	GRANT FUNDS	-		PERS Expense for Side Fund Payoff	659,573	
	MISC. / OES / Prev Fees	327,488				
	TOTAL REVENUE	14,334,392		TOTAL BUDGET	14,790,696	(456,304)
	Budgeted			Budgeted		
2013/14	PROPERTY TAXES	12,102,681	1.48%	SALARIES/WAGES (Prelim)	12,148,368	6.50%
	INTEREST/JPA REVENUE	1,075,000		OPERATIONS (Prelim)	1,412,994	Neg%
	DEVELOPMENT FEES	500,000		FIXED ASSETS (Eng/Station 84/Rescue)	5,020,900	
	GRANT FUNDS	-			-	
	MISC. / OES / Prev Fees	385,000				
	TOTAL REVENUE	14,062,681		TOTAL BUDGET	18,582,262	(4,519,581)
	Projected			Projected		
2014/15	PROPERTY TAXES	12,344,735	2%	SALARIES/WAGES	12,512,819	3%
	INTEREST/JPA REVENUE	1,000,000		OPERATIONS	1,441,254	2%
	DEVELOPMENT FEES	500,000		FIXED ASSETS	200,000	
	GRANT FUNDS	-				
	MISC. / OES / Prev Fees	385,000				
	TOTAL REVENUE	14,229,735		TOTAL BUDGET	14,154,073	75,662
2015/16	PROPERTY TAXES	12,591,629	2%	SALARIES/WAGES	12,763,075	2%
	INTEREST/JPA REVENUE	1,000,000		OPERATIONS	1,470,079	2%
	DEVELOPMENT FEES	500,000		FIXED ASSETS	200,000	
	GRANT FUNDS	-				
	MISC. / OES / Prev Fees	385,000				
	TOTAL REVENUE	14,476,629		TOTAL BUDGET	14,433,154	43,475
2016/17	PROPERTY TAXES	12,969,378	3%	SALARIES/WAGES	13,018,337	2%
	INTEREST/JPA REVENUE	1,000,000		OPERATIONS	1,499,481	2%
	DEVELOPMENT FEES	500,000		FIXED ASSETS	200,000	
	GRANT FUNDS	-				
	MISC. / OES / Prev Fees	385,000				
	TOTAL REVENUE	14,854,378		TOTAL BUDGET	14,717,817	136,561
2017/18	PROPERTY TAXES	13,358,460	3%	SALARIES/WAGES	13,278,704	2%
	INTEREST/JPA REVENUE	1,000,000		OPERATIONS	1,529,470	2%
	DEVELOPMENT FEES	500,000		FIXED ASSETS	200,000	
	GRANT FUNDS	-				
	MISC. / OES / Prev Fees	385,000				
	TOTAL REVENUE	15,243,460		TOTAL BUDGET	15,008,174	235,286
NOTES:						
Development Fees will be used to pay for Capital Assets or pay back Reserve						
OES Overtime/JPA Expenditures are Included in Salaries and Wages						

ASSUMPTIONS

REVENUE

1. Property Tax/Revenue is calculated as follows:
 - A. ~~Minimal~~ No-growth at two percent (2%) or reduction in property taxes or revenue is projected for the next ~~year~~ two years, ~~2011/12 and 2012/13~~ 2014/15 and 2015/16.
 - B. A ~~three~~ two percent (~~32~~) growth in property tax is projected for the following two years, ~~2013/14~~ 2016/17 and ~~2014/15~~ 2017/18. It also includes a 0% growth in miscellaneous revenue.
2. The Development Fee is based upon the projected number of homes and commercial buildings to be constructed over the life of the plan.
3. The interest projection is based on a minimum of \$10,000,000 in L.A.I.F. calculated at .51%.

BUDGET

1. Budget is the combined personnel and operational costs needed for one year. It does not include contingency funds, as this District does not generally use its contingency.
2. The salaries and benefits were increased two percent (2%) per year to cover in-house promotions, step increases, annual salary increases and benefit cost increases.
3. Operational expenses exclusive of salaries and benefits were also increased two percent (2%) per year.
4. It is assumed that all expenditures over tax revenue will be paid out of reserve funds.



EL DORADO HILLS FIRE DEPARTMENT

MONTHLY ACTIVITY REPORT

July 2013



*"Your Safety,
Our Commitment"*

ALARM STATISTICS

242	Calls for the Month 2013
228	Calls for the Month 2012
1604	Total "2013 Year to Date"
1420	Total "2012 Year to Date"
90.32	Unit Response, 10 Minutes (before exception reports)
92.17%	Medic Unit Response, 11 Minutes (before exception reports)

*60 consecutive months in compliance.



EL DORADO HILLS FIRE DEPARTMENT



*"Your Safety,
Our Commitment"*

Monthly Response Time Statistics

<u>Jan- 2013</u>	<u>6 min</u>	<u>7 min</u>	<u>8 min</u>	<u>Average</u>	<u>July-2013</u>	<u>6 min</u>	<u>7 min</u>	<u>8 min</u>	<u>Average</u>
Station 84	88%	92%	92%	05:36	Station 84	70%	81%	89%	06:03
Station 85	72%	88%	94%	05:46	Station 85	85%	100%	100%	05:05
Station 86	78%	89%	100%	06:11	Station 86	55%	73%	82%	06:36
Station 87	65%	94%	100%	05:35	Station 87	80%	100%	100%	04:36
<u>Feb-2013</u>					<u>Aug-2012</u>				
Station 84	100%	100%	100%	04:08	Station 84	86%	95%	95%	04:43
Station 85	95%	95%	100%	05:10	Station 85	94%	100%	100%	04:43
Station 86	75%	91%	100%	06:40	Station 86	80%	93%	93%	06:07
Station 87	76%	91%	91%	05:18	Station 87	73%	93%	100%	05:33
<u>Mar-2013</u>					<u>Sept-2012</u>				
Station 84	68%	77%	87%	06:05	Station 84	88%	92%	96%	04:34
Station 85	87%	93%	93%	04:50	Station 85	90%	97%	100%	04:27
Station 86	78%	100%	100%	06:05	Station 86	63%	100%	100%	06:45
Station 87	71%	88%	100%	05:38	Station 87	76%	100%	100%	05:35
<u>April-2013</u>					<u>Oct-2012</u>				
Station 84	73%	80%	87%	05:56	Station 84	81%	85%	96%	04:34
Station 85	92%	92%	96%	05:01	Station 85	96%	96%	100%	04:14
Station 86	93%	93%	100%	05:18	Station 86	45%	91%	91%	06:43
Station 87	86%	90%	93%	05:45	Station 87	85%	100%	100%	04:53
<u>May-2013</u>					<u>Nov-2012</u>				
Station 84	69%	81%	100%	06:32	Station 84	92%	96%	96%	04:48
Station 85	67%	76%	81%	06:40	Station 85	90%	95%	95%	05:05
Station 86	80%	93%	100%	06:22	Station 86	67%	100%	100%	05:57
Station 87	83%	88%	92%	05:37	Station 87	69%	81%	94%	05:64
<u>June-2013</u>					<u>Dec-2012</u>				
Station 84	95%	100%	100%		Station 84	87%	87%	90%	05:28
Station 85	75%	88%	100%		Station 85	87%	91%	96%	05:21
Station 86	50%	100%	100%		Station 86	58%	83%	92%	06:45
Station 87	92%	96%	100%		Station 87	66%	87%	87%	05:44

Note: The target of a 6 minute response time to 90% of code 3 emergency calls (a lights and sirens, 911 emergency) was adopted by past administrations and Board of Directors based on NFPA 1710 guidelines. The NFPA 1710 sets these guidelines based on statistics that both fires and critical medical emergencies have the best outcome if contact is made within this time frame. Fire stations were strategically located throughout the District with this target in mind. It is important to note that there are several factors that can affect the 6 minute response target such as having to put on safety gear, responding to calls during the night or not being in quarters at the time of the call.



EL DORADO HILLS FIRE DEPARTMENT



*"Your Safety,
Our Commitment"*

Latrobe Response by Month

<u>January-2013</u>	Total-2 1-Medical Aid 1-Vehicle Fire	<u>July-2013</u>	Total-1 1-Medical Aid
<u>February- 2013</u>	Total-3 3-Medical Aid	<u>August-2012</u>	3
<u>March- 2013</u>	Total-2 1-Medical Aid 1-Vehicle Accident	<u>September-2012</u>	2
<u>April- 2013</u>	Total-3 2-Medical Aid 1-Vehicle Accident	<u>October-2012</u>	3
<u>May- 2013</u>	Total-2 2-Medical Aid	<u>November-2012</u>	2
<u>June- 2013</u>	Total-6 3-Medical Aid 1-Vehicle Accident 1-Grass Fire	<u>December- 2012</u>	2

- Contract with Latrobe Fire Department to provide service to all code 3 emergency calls 24/7 started March, 2012

Surplus and Sale of Obsolete Equipment

Summary:

The following equipment has been evaluated as to its age and usefulness for the new Station 84. The equipment below is either old, doesn't fit or doesn't make sense to use at the new Station 84. Staff recommends that this equipment be classified as surplus and offered for sale or donated for scrap as appropriate.

<u>Equipment</u>	<u>Estimated Value</u>
1- Diesel generator	\$500
1- Metal car port. Approx. 10'x 40'	\$400
1- 6 hp 1997 air compressor	\$50
1- Set of dumbbells 5 to 100 lbs	\$200
1- Bar dip rack	\$50
1- Cable cross over machine	\$250
1- Engine bay Reznor Heater	\$50

Fiscal Impact:

May be some revenue from sale of assets.

Recommendation:

Staff recommends that all equipment listed be put in surplus status so that it can be sold or scrapped.

Strike Team Assignment Battalion Chief John Niehues

Summary:

Battalion Chief Niehues was assigned to the Kyburz Wildland Incident on the El Dorado National Forest, California as a Strike Team Leader for XED 4077C. Niehues was called out at 1700 hours on the 8th of July 2013 and returned at 1300 on the 9th. This was an OES assignment on order number ENF 16230 request number E-19.1.

Fiscal Impact:

There is no fiscal impact to the District. The State of California will reimburse the District for personnel costs.

Recommendation:

Staff recommends that Battalion Chief Niehues be awarded additional compensation of \$900 for the O.E.S. Strike Team assignment.

Signature Authority for El Dorado County

Summary:

El Dorado County Auditor's Office and the El Dorado County Joint Powers Authority are requesting updated signature authority for the District. This authority allows a person to authorize for fiscal transactions at these agencies.

Fiscal Impact:

None.

Recommendation:

Staff recommends that the Board grant Connie Bair, CFO and Dave Roberts, Fire Chief, authority to approve expenses and other financial transactions at El Dorado County and at the El Dorado County JPA.



El Dorado County Emergency Services Authority

Board of Directors Meeting

Wednesday, August 21, 2013, 9:30 a.m.

El Dorado County OES Conference Room, 330 Fair Lane, Placerville, CA 95667

AGENDA

Item	Presenter
1. Call to Order/Roll Call/Introductions	Roberts
2. Approval of Agenda	
3. Public Comments - Public comments will be received on each agenda item as it is called. The public may address matters not on the agenda at this time. Individual comments will be limited to three (3) minutes. The Board reserves the right to waive said rules by a majority vote.	
4. Consent Calendar 4.1 Approval of JPA Board Minutes of July 17, 2013 4.2 Approval of July 2013 Bills 4.3 Receive Medical Response Statistics and Mutual Aid from July 2013	
5. Correspondence	Hackett
6. Reports	Teter
7. Old Business 7.1 Discuss and recommend action regarding Miwok tribe contract negotiations. 7.2 Status update and recommend action on RFI for ambulance services.	Hackett
8. New Business	Hackett
9. Fiscal Items 9.1 Audit Update 9.2 CSA 7 Revenue & Expenditures FY 12/13 9.3 Review and approve contract with WEX Fuel Card Services.	Hackett
10. Director Items	Roberts
11. Closed Session 11.1 Pursuant to Government Code Section 54957 (b)(1)- Public Employee Appointment of JPA Administrative Assistant-Account Technician.	Roberts
12. Adjournment	

Next meeting: 9:30 a.m. on Wednesday – **September 18, 2013** - El Dorado County OES Conf. Room, 330 Fair Lane

All Board Meetings are recorded.

The Board Packet may be reviewed at the JPA Office located at 480 Locust Road, Diamond Springs, CA 95619

Note: The Board of Directors may elect to take action on any item included on this agenda.

Letter of Appreciation:

cc: Brady, Hemstalk, Karnow, Lowe &
Sommercamp
Chief Officers
Board of Directors

To the members of the EDHFD,


On June 14, 2012 members of your Department responded to a 911 call for my Mother at 2100 Valley View Pkwy. From what my Grandmother described my Mother was in bad shape. She also told me how quick the responding crew was to recognize the seriousness of my Mothers situation and quickly began treatment. My Mother was then transported to Mercy Folsom, where she was placed into the ICU shortly after her arrival. She was diagnosed with ARDS (Acute respiratory distress syndrome), intubated, and placed on a vent. She spent a few weeks in ICU and showed some improvement in the first week before her condition took a turn for the worse. I made the most difficult decision I have ever been faced with and took my mother off of the vent on July 6, 2012 and she passed about an hour later.

Thanks to the actions of the responding personnel I was able to make the trip from Arizona to be by her side for those few weeks. Over the past years it has been difficult at best to be able to spend more than a few days a year visiting my Mom and if she were to have passed without me being able to be by her side I would have been and probably still would be a disaster. Being able to be at her bedside in the end, as hard as it was, helped me with the grieving process. Having that time, and knowing it was possible because of your actions, has also given me a new outlook on my EMS career. If I can delay the inevitable whether it be hours, days, months or years, and give a family more time with their loved ones as you have done for me I will know I have made my Mother proud.

Enclosed is a token of my appreciation (all be it a small one).

Brother to Brother(s) a thank you from my heart and the hearts of my family.

Once again thank you.



Daniel Atchison
EMT-B
Gila River EMS

JUL - 8 2013



FIREFIGHTERS BURN INSTITUTE

3101 Stockton Blvd • Sacramento, CA 95820 • (916) 739-8525 • www.ffburn.org

Note of Appreciation

cc: Board Packet

Eric Roberts, Personnel File

Kyle Roberts, Personnel File

June 27, 2013

Chief Dave Roberts
El Dorado Hills Fire Department
1050 Wilson Blvd
El Dorado Hills, CA 95762

JUL - 1 2013

Dear Chief Dave Roberts,

On behalf of the Firefighters Burn Institute, we would like to thank El Dorado Hills Fire Department for hosting a Firefighters "Fill the Boot for Burns" Boot Drive fundraiser to support burn programs. I would really like to thank and recognize Kyle & Eric Roberts for working very hard to put this Boot Drive together. Volunteers often do not get recognition for the hard work they do, but without the support of leaders, like Kyle & Eric, the Firefighters Burn Institute would not exist.

Thanks to the efforts of hundreds of firefighters throughout Northern and Central California, the 2013 Boot Drives were very successful! Over 70 participating fire agencies throughout 18 counties collected almost one half million dollars in donations to benefit the Firefighters Burn Institute.

With the commitment of fire agencies like El Dorado Hills Fire Department, the Firefighters Burn Institute has become one of the nation's largest and most respected firefighter burn charities. We hope you will continue your participation in 2014, as we are looking forward to another successful year.

Please know that your fundraising efforts do make a life changing difference for people who have suffered the unfortunate tragedy of a serious burn injury.

Sincerely,

Jim Doucette
Executive Director, Firefighters Burn Institute
Retired Captain, Sacramento Fire Department

cc: Kyle & Eric Roberts



Firefighters Burn Institute is a charitable, non-profit, 501(c)3 organization
founded by Sacramento Area Fire Fighters, Local 522 • Tax ID# 23-7364927

