

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
SEVEN HUNDRED FOURTY THIRD MEETING
Thursday, June 16, 2016
6:00 p.m.
(1050 Wilson Blvd., El Dorado Hills, CA)

- I. Call to Order and Pledge of Allegiance
- II. Presentations
 - A. Presentation to retired Captain/Paramedic Brian Bresnahan
 - B. Presentation to retired Firefighter/Paramedic Jenö Inzerillo
- III. Consent Calendar (All matters on the Consent Calendar are to be approved by one motion unless a Board member requests separate action on a specific item.)
 - C. Approve Minutes of the 742nd Board meeting held May 19, 2016
 - D. Approve Financial Statements for May 2016

End Consent Calendar
- IV. Oral Communications
 - A. EDH Professional Firefighters
 - B. EDH Firefighters Association
 - C. EDH Volunteer Firefighters
 - D. Latrobe Advisory Committee
 - E. Any person wishing to address the Board on any item that is not on the Agenda may do so at this time. No action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.
- V. Correspondence
- VI. Attorney Items
 - A. **Closed Session** pursuant to Government Code Section 54956.9(d)(2); Pending Litigation; One Matter
- VII. Committee Reports
 - A. Administrative Committee (Directors Durante and Hidahl)
 1. Review and update construction progress of Station 84
 2. Update on progress of Community Risk Assessment, Standards of Cover, and Facilities Master Plan
 3. Update on Station 91
 4. Update on discussion regarding posting total compensation on the website
 5. **Closed Session** pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation; Title: Fire Chief David Roberts
 - B. Fire Committee (Directors Hus and Winn)
 1. Discuss potential transfer of \$1.2M to PERS or PARS
 - C. Ad Hoc Committee Reports
 1. Strategic Planning Committee (Directors Hartley and Hidahl)
 2. Solar Committee (Directors Hus and Hidahl)
 3. Communications Committee (Directors Durante and Winn)
 4. Volunteer Stakeholders Committee (Directors Hidahl and Durante)

5. Training Facility Committee (Directors Hartley and Durante)
6. CSD/Fire Collaboration Committee (Directors Hidahl and Durante)

VIII. Operations Report

- A. Operations Report (Receive and file)
- B. Review and update regarding Joint Powers Authority
- C. Review and approve surplus vehicle;
- D. Review and approve surplus vehicle;

IX. Fiscal Items

- A. Review revenue and expense forecast for fiscal year 2015/16
- B. Review and approve Resolution 2016-04 adopting the 2016-17 Preliminary Budget and set notice for public hearing as required by law
- C. Review and approve Resolution 2016-05 to approve an amendment to the contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors El Dorado Hills County Water District

X. New Business

XI. Old Business

XII. Oral Communications

- A. Directors
- B. Staff

XIII. Adjournment

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

*Director Barbara Winn will be attending via teleconference from
177 E Colorado Blvd, 9th Floor
Pasadena, CA 91105*

*Director John Hidahl will be attending via teleconference from
104 Kaanapali Shores Place, Room 207
Lahaina, HI 96761*

This Board meeting is normally recorded.

EL DORADO HILLS COUNTY WATER DISTRICT

SEVEN HUNDRED FOURTY SECOND MEETING OF THE BOARD OF DIRECTORS

Thursday, May 19, 2016

6:00 p.m.

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

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Hidahl called the meeting to order at 6:02 p.m. and led the Pledge of Allegiance. Directors in attendance: Durante, Hartley, Hidahl, and Hus. Director Winn was absent. Staff in attendance: Chief Roberts and Director of Finance Braddock. Counsel Cook was also in attendance.

II. PRESENTATIONS

A. **Presentation to retired Captain/Paramedic Brian Bresnahan** – Continued to the June Board meeting.

III. CONSENT CALENDAR

- A. **Approve Minutes of the 739th Special Board meeting held April 14, 2016**
- B. **Approve Minutes of the 740th Board meeting held April 21, 2016**
- C. **Approve Minutes of the 741st Special Board meeting held May 5, 2016**
- D. **Approve Financial Statements for April 2016**

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

IV. ORAL COMMUNICATIONS

- A. **EDH Professional Firefighters** – None
- B. **EDH Firefighters Association** – Jeff Genovese, Association President, informed the Board of additional Life Members that have been added and a few of the donations that the Association supported this year. He added that this was his last term as Association President after serving for the last ten years and an election would be held at the May 24th meeting.
- C. **EDH Volunteer Firefighters** – None
- D. **Latrobe Advisory Committee** – None
- E. **Public Comment** – None

V. CORRESPONDENCE

VI. ATTORNEY ITEMS

- A. **Closed Session pursuant to Government Code Section 54956.9(d)(2); Pending Litigation; One Matter-** Counsel Cook reported that there is a brief discussion needed and no action was taken in Closed Session.

President Hidahl requested that **Closed Session Item VI-A, Closed Session Item VII-A.3, and Closed Session Item VII-C.1.c** be moved on the agenda before **VII-C.2** and the Board concurred.

VII. COMMITTEE REPORTS

A. Administrative Committee (Directors Durante and Hidahl)

1. **Review and update construction progress of Station 84** – None
2. **Update on progress of Community Risk Assessment, Standards of Cover, and Facilities Master Plan** – Chief Roberts reported that Citygate is refining their recommendations and will likely have a final report in July.
3. **Closed Session pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation; Title: Fire Chief David Roberts** – President Hidahl reported that there is no discussion needed.

B. Fire Committee (Directors Hus and Winn)

1. **Review and approve revised Reserve Policy** – Director Hus reported that Counsel Cook modified the wording to reflect the intention of the Board. Counsel Cook further described the changes.

Director Hus made a motion to approve revised Reserve Policy, seconded by Director Hidahl and unanimously carried.

2. **Approve \$1.2M transfer to a separate fund to be used solely to pay down Pension/OPEB unfunded liability balances** – Director Hus stated that the committee is recommending that \$1.2M be transferred to a restricted fund to be used to pay down the District's unfunded liability.

Director Hus made a motion to Approve \$1.2M transfer to a separate fund to be used solely to pay down Pension/OPEB unfunded liability balances, seconded by Director Durante and unanimously carried.

3. **Public Hearing** Regarding Transfer from El Dorado County to El Dorado Hills County Water District of Latrobe Area Real Property Tax Revenues pursuant to Revenue and Taxation Code Section 99.02 – Counsel Cook explained that this item will be continued to the June Board meeting.

Director Durante made a motion to continue Public Hearing Item VII-B.3 to the June Board meeting, seconded by Director Hartley and unanimously carried.

C. Ad Hoc Committee Reports

1. Strategic Planning Committee (Directors Hartley and Hidahl)

- a. **Discuss Latrobe area ERAF and Base Revenue Transfer** – Chief Roberts stated that the Strategic Planning committee met with the County Supervisors and reported that the Supervisors are looking into what options they have to ensure the Department gets

the promised amount to support the Latrobe community.

Richard Ross, citizen, asked what the dollar amount impact would be to the Department and Chief Roberts responded that the amount is about \$72,000.

- b. Discuss alternatives to Station 91 remodel/alternative station locations; potential purchase opportunities** – Director Hus stated that there is an opportunity to purchase a property in Latrobe that has potential to be beneficial and fit the needs of the Department. The property address is 7330 South Shingle Rd, Shingle Springs.

El Dorado Hills citizens shared concerns about the need for fire protection verses solely medical response coverage in Latrobe, the size of the property, and the income the community is getting from Latrobe verses the cost.

The Board adjourned to discuss Closed Session Item VI-A, Closed Session Item VII-A.3 and Closed Session Item VII-C.1.c at 6:43 p.m.

The meeting reconvened at 7:37 p.m. The Board took no action during closed session.

- c. Closed Session pursuant to Government Code Section 54956.8; Potential Real Property Negotiations; District Negotiators: Directors Hidahl and Hartley; Items subject to negotiation-price and terms of payment** – Item was referred to a new committee named the Real Property Ad Hoc Committee. Directors Hus and Durante were assigned to the committee.
- 2. Solar Committee (Directors Hus and Hidahl)** – Chief Roberts reported that Vista Solar has started the installation at Station 85.
 - 3. Communications Committee (Directors Durante and Winn)** – No report.
 - 4. Volunteer Stakeholders Committee (Directors Hidahl and Durante)** – No report.
 - 5. Training Facility Committee (Directors Hartley and Durante)** – No report.
 - 6. CSD/Fire Collaboration Committee (Directors Hidahl and Durante)** – No report.

VIII. OPERATIONS REPORT

- A. **Operation Report (Received and filed)** – Director Hus asked about the information used to create the Code 3 Response Time Analysis and suggested the numbers used as benchmarks be adjusted. Director Hidahl directed Staff to wait until the Citygate report is completed before making changes to the report.
- B. **Review and update regarding Joint Powers Authority** – No report.

IX. FISCAL ITEMS

- A. **Review revenue and expense forecast for fiscal year 2015/16** – Director of Finance Braddock reported that the forecast is looking favorable to budget for fiscal year 2015/16.
- B. **Review and discuss the 2016-17 Preliminary Budget** – Director of Finance Braddock summarized how the Preliminary Budget was prepared and explained that the final draft budget will be presented in a different format showing fund balances broken out. Director Hus expressed his concerns about the lack of investment in the Department’s reserve accounts, the cost of salaries and wages, and overtime costs.

Larry Brilliant, citizen, asked if the development fees are being used and if the Department is looking at the lifecycle of current assets. Chief Roberts responded that the development fees are being used and the apparatus lifecycles have been established, but the buildings need to be looked at and evaluated.

- C. **Review and approve the firm Robert W. Johnson, CPA to audit the financial statements of the District**

Director Durante made a motion approve the firm Robert W. Johnson, CPA to audit the financial statements of the District not to exceed \$10,250, seconded by Director Hartley, and unanimously carried.

X. NEW BUSINESS

- A. **Discuss posting total employee compensation on the Department website** – Director Hus stated that he would like to see employee total compensation reports posted on the Department website to increase transparency to the community. Director of Finance Braddock suggested adding a link to the State Controller’s website. Chief Roberts stated that the salary listing alone can be misleading as to what employees are being paid due to the overtime being included in that number.

Russ Hasemeier, Union Vice President, requested a meet and confer with the El Dorado Hills Professional Firefighters.

President Hidahl referred the item to the Administrative Committee to meet and confer with Union Leadership.

XI. OLD BUSINESS – None

XII. ORAL COMMUNICATIONS

- A. **Directors** – None
- B. **Staff** – Chief Roberts reported that the crews has a structure fire in Latrobe and were able to respond quickly and save the home.

XIII. ADJOURNMENT

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

The meeting adjourned at 8:42 p.m.

Approved:

Jessica Braddock, Board Secretary

John Hidahl, President



El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
 For the Period Ending May 31, 2016

	Full Year Budget FY15/16	Actual May 2016	Actual YTD May 31, 2016	Variance YTD Actual to Full Year Budget	(Target 92%) YTD Actual % of Full Year Budget	Notes/Comments
Revenue						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	14,285,616	78,009	13,853,885	(431,731)		
3270 · Unsecured Tax Revenue		2,338	280,447	280,447		
3280 · Homeowners Tax Revenue		72,159	144,317	144,317		
3320 · Supplemental Tax Revenue	135,000	29,868	171,222	36,222		
3330 · Sacramento County Revenue		11,492	26,560	26,560		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax		300	(412)	(412)		
3335.3 · Latrobe Base Transfer	256,651	-	256,651	-		
3340 · Property Tax Administration Fee		-	(316,739)	(316,739)		
Total 3240 · Tax Revenue	14,677,267	194,166	14,415,931	(261,336)	98%	
3505 · Misc. Revenue, Vacant Lot	-	1,068	1,068	1,068	100%	
3506 · Misc. Revenue, Fire Prev. Fees	-	2,723	70,154	70,154	100%	
3510 · Misc. Operating Revenue						
3511 · Contributions	25,000	-	8,100	(16,900)	32%	Grant Received \$8.1k. No other contributions to date
3512 · JPA Revenue	804,000	73,118	753,094	(50,906)	94%	
3513 · Rental Income (Cell site)	24,000	-	13,828	(10,172)	58%	No longer receiving cell site rent payments. Investigating with AT&T
3515 · OES/Mutual Aid Reimbursement	400,000	-	817,441	417,441	204%	Extreme fire season. Partially offset by OES OT below
3520 · Interest Earned	40,000	66	44,069	4,069	110%	Favorable interest rate versus budget
3510 · Misc. Operating Revenue - Other	86,000	2,372	20,803	(65,197)	24%	No annexation fees collected to date
Total 3510 · Misc. Operating Revenue	1,379,000	75,555	1,657,336	278,336	120%	
Total Operating Revenue	\$ 16,056,267	\$ 272,444	\$ 16,143,420	\$ 87,153	101%	
3550 · Development Fee						
3560 · Development Fee Revenue	1,075,000	282,018	1,910,368	835,368	178%	
3561 · Development Fee Interest	-	1,223	8,917	8,917	100%	
Total 3550 · Development Fee	1,075,000	283,241	1,919,285	844,285	179%	
3570 · Loss/Gain on Sale of Assets	-	-	27,430	27,430	100%	Auction of vehicles in August 2015
Total Revenue	\$ 17,131,267	\$ 556,752	\$ 18,091,203	\$ 959,936	106%	



El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending May 31, 2016

	Full Year Budget FY15/16	Actual May 2016	Actual YTD May 31, 2016	Variance YTD Actual to Full Year Budget	(Target 92%) YTD Actual % of Full Year Budget	Notes/Comments
Expense						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	5,727,313	429,390	5,001,881	725,432	87%	
6011 · Education Pay	404,100	33,511	356,783	47,317	88%	
6016 · Salaries & Wages, Clerical/Misc	600,851	38,666	478,244	122,607	80%	
6017 · Volunteer Pay	115,000	-	65,915	49,085	57%	
6018 · Director Pay	16,000	1,900	16,700	(700)	104%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,450,000	127,545	1,254,488	195,512	87%	Extreme fire season. Offset by OES Revenue above
6019.2 · Overtime, Outside Aid	400,000	-	663,124	(263,124)	166%	
6019.3 · Overtime, JPA	100,000	14,353	105,806	(5,806)	106%	
Total 6019 · Overtime	1,950,000	141,898	2,023,419	(73,419)	104%	
6020 · P.E.R.S. Retirement	2,270,041	127,419	1,998,894	271,147	88%	
6030 · Workers Compensation	759,282	60,844	665,634	93,648	88%	
6031 · Life Insurance	6,895	486	5,130	1,765	74%	
6032 · P.E.R.S. Health Benefits	1,343,892	120,276	1,337,711	6,181	100%	Increase in headcount
6033 · Disability Insurance	14,040	1,397	12,919	1,122	92%	
6034 · Health Cost of Retirees	746,000	48,114	813,577	(67,577)	109%	Includes annual OPEB lump sum payment in July (\$300k). Increase in Retiree headcount
6040 · Dental/Vision Expense	169,200	8,138	116,881	52,319	69%	
6050 · Unemployment Insurance	18,248	60	16,249	1,999	89%	
6060 · Vacation & Sick Expense Reserve	100,000	-	173,924	(73,924)	174%	Based on Vac/Sick Liability as of 4/30/16
6070 · Medicare	130,893	9,207	114,812	16,082	88%	
Total 6000 · Salaries & Wages	14,371,755	1,021,305	13,198,671	1,173,084	92%	
6100 · Clothing & Personal Supplies	77,900	4,149	72,177	5,723	93%	
6110 · Communications						
6111 · Business Phones	69,740	8,773	64,102	5,638	92%	
6112 · Dispatch Services	108,700	-	24,253	84,447	22%	T-1 Install did not occur this fiscal year. Will carry forward to 16/17
Total 6110 · Communications	178,440	8,773	88,354	90,086	50%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending May 31, 2016



	Full Year Budget FY15/16	Actual May 2016	Actual YTD May 31, 2016	Variance YTD Actual to Full Year Budget	(Target 92%) YTD Actual % of Full Year Budget	Notes/Comments
6120 · Housekeeping	23,300	3,647	35,524	(12,224)	152%	More housekeeping supplies needed than anticipated in budget (Sta 84)
6130 · Insurance						
6131 · General Insurance	62,000	-	50,115	11,885	81%	Paid full year premium in October 2015. Favorable to budget
Total 6130 · Insurance	62,000	-	50,115	11,885	81%	
6140 · Maintenance of Equipment						
6141 · Tires	25,000	939	20,093	4,907	80%	
6142 · Parts & Supplies	10,000	1,568	16,557	(6,557)	166%	
6143 · Outside Work	110,500	1,163	31,559	78,941	29%	Classification. Equipment Maintenance category as a whole is favorable versus budget.
6144 · Equipment Maintenance	142,950	1,706	122,994	19,956	86%	
6145 · Radio Maintenance	5,700	-	8,709	(3,009)	153%	
Total 6140 · Maintenance of Equipment	294,150	5,375	199,912	94,238	68%	
6150 · Maintenance, Structures & Ground	99,310	13,673	96,484	2,826	97%	
6160 · Medical Supplies						
6161 · Medical Supplies	3,900	130	8,884	(4,984)	228%	Defibrillators funded with grant received (\$8.1k)
Total 6160 · Medical Supplies	3,900	130	8,884	(4,984)	228%	
6170 · Dues and Subscriptions	9,110	304	8,107	1,003	89%	
6180 · Miscellaneous						
6181 · Miscellaneous	4,000	665	3,209	791	80%	
6182 · Honor Guard	4,000	-	-	4,000	0%	
6183 · Explorer Program	1,500	-	1,202	298	80%	
6184 · Pipes and Drums	3,000	-	-	3,000	0%	
Total 6180 · Miscellaneous	12,500	665	4,411	8,089	35%	
6190 · Office Supplies	20,850	893	20,385	465	98%	
6200 · Professional Services						
6201 · Audit	10,500	-	10,000	500	95%	
6202 · Legal	120,000	686	57,843	62,157	48%	Vendors behind on sending legal service invoices.
6203 · Notices	3,500	18	2,542	958	73%	
6204 · Misc.	374,650	27,273	324,526	50,124	87%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending May 31, 2016



	Full Year Budget FY15/16	Actual May 2016	Actual YTD May 31, 2016	Variance YTD Actual to Full Year Budget	(Target 92%) YTD Actual % of Full Year Budget	Notes/Comments
6205 · Elections/Tax Administration	1,000	-	-	1,000	0%	
Total 6200 · Professional Services	509,650	27,977	394,911	114,739	77%	
6220 · Rents and Leases - Bldgs/Imprv	25,928	-	21,206	4,722	82%	
6230 · Small Tools and Supplies	57,300	3,777	45,479	11,821	79%	
6240 · Special Expenses						
6241 · Training	90,500	3,372	58,790	31,710	65%	Less training completed than budgeted. Some will carry forward to next fiscal year. Anticipate refund for smoke detector giveaway costs (\$2k)
6242 · Fire Prevention	13,250	249	19,638	(6,388)	148%	
6243 · Licenses	1,000	-	-	1,000	0%	
6244 · Directors' Training & Travel	3,000	-	-	3,000	0%	
Total 6240 · Special Expenses	107,750	3,621	78,427	29,323	73%	
6250 · Transportation and Travel						
6251 · Fuel and Oil	80,000	2,355	42,271	37,729	53%	Cost of fuel per gallon lower than anticipated in budget.
6252 · Travel	20,000	30	12,774	7,226	64%	
6253 · Meals & Refreshments	20,000	1,061	16,180	3,820	81%	
Total 6250 · Transportation and Travel	120,000	3,447	71,225	48,775	59%	
6260 · Utilities						
6261 · Electricity	65,000	4,552	61,898	3,102	95%	Natural Gas costs lower than anticipated in budget.
6262 · Natural Gas/Propane	25,000	882	13,627	11,373	55%	
6263 · Water/Sewer	14,000	-	9,966	4,034	71%	
Total 6260 · Utilities	104,000	5,435	85,491	18,509	82%	
Total Operating Expense	\$ 16,077,843	\$ 1,103,171	\$ 14,479,765	\$ 1,598,078	90%	
Operating Revenue - Operating Expense	\$ (21,576)	\$ (830,727)	\$ 1,663,655	\$ 1,685,231		
6560 · Payroll Exps- PERS Prepayment	1,200,000	-	-	1,200,000	0%	Payment to PERS not yet made
6720 · Fixed Assets	3,410,300	32,816	1,939,014	1,471,286	57%	Favorable Sta 84 costs
6999 · Uncategorized Expenses	-	-	-	-	0%	
Total Expense	\$ 20,688,143	\$ 1,135,987	\$ 16,418,780	\$ 4,269,363	79%	
Total Revenue - Total Expense	\$ (3,556,876)	\$ (579,235)	\$ 1,672,423	\$ 5,229,299		

El Dorado Hills Fire Department

6/9/2016 11:38 AM

Register: 1000 · Bank of America
 From 05/01/2016 through 05/31/2016
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/02/2016		Deposit	1071 · General Fund B...	Deposit		X	6,888,482.00	7,022,018.13
05/02/2016	EFT	ADP (FSA)	-split-		162.36	X		7,021,855.77
05/03/2016	EFT	ADP (FSA)	-split-		40.00	X		7,021,815.77
05/04/2016	EFT	ADP (FSA)	-split-		135.00	X		7,021,680.77
05/04/2016	19294	Absolute Secured Sh...	-split-		35.00	X		7,021,645.77
05/04/2016	19295	Active911	-split-		1,125.00	X		7,020,520.77
05/04/2016	19296	Alhambra	-split-		28.26	X		7,020,492.51
05/04/2016	19297	Aramark	6100 · Clothing & Pers...	Rags	74.66	X		7,020,417.85
05/04/2016	19298	AT&T (CALNET 2)	-split-		99.92	X		7,020,317.93
05/04/2016	19299	Big O Tires	-split-		991.82	X		7,019,326.11
05/04/2016	19300	Burkett's	-split-		132.59	X		7,019,193.52
05/04/2016	19301	CA Assoc. of Profess...	6000 · Wages & Benef...		1,396.50	X		7,017,797.02
05/04/2016	19302	Comcast Business	-split-		3,332.73	X		7,014,464.29
05/04/2016	19303	Comcast	-split-		150.97	X		7,014,313.32
05/04/2016	19304	Aflac	2029 · Other Payable		314.16	X		7,013,999.16
05/04/2016	19305	Doug Veerkamp	-split-		1,255.12	X		7,012,744.04
05/04/2016	19306	El Dorado Disposal S...	-split-	Garbage	1,777.61	X		7,010,966.43
05/04/2016	19307	El Dorado Press	-split-		499.87	X		7,010,466.56
05/04/2016	19308	Gilly's Super Signs	6190 · Office Supplies		80.63	X		7,010,385.93
05/04/2016	19309	International Assn. o...	6170 · Dues and Subsc...	Annual Member	254.00			7,010,131.93
05/04/2016	19310	InterState Oil Compa...	-split-		1,032.10	X		7,009,099.83
05/04/2016	19311	Interwest Consulting ...	-split-		601.25	X		7,008,498.58
05/04/2016	19312	James O'Camb	6000 · Wages & Benef...		419.00	X		7,008,079.58
05/04/2016	19313	Lanitech Web Desig...	6200 · Professional Ser...		660.00	X		7,007,419.58
05/04/2016	19314	Ludlum Measuremen...	6140 · Maintenance of ...		539.00	X		7,006,880.58
05/04/2016	19315	Managed Health Net...	-split-		651.24	X		7,006,229.34
05/04/2016	19316	Modular Space Corp...	-split-		4,982.58	X		7,001,246.76
05/04/2016	19317	National Garage Doo...	6150 · Maintenance,Str...		1,203.35	X		7,000,043.41
05/04/2016	19318	P. G. & E.	-split-		5,305.19	X		6,994,738.22
05/04/2016	19319	Project Leadership A...	-split-		8,028.38	X		6,986,709.84
05/04/2016	19320	Specialized Vehicle ...	-split-		7,677.53	X		6,979,032.31
05/04/2016	19321	Standard Insurance Co.	-split-	Life Insurance	486.40	X		6,978,545.91
05/04/2016	19322	State Compensation ...	6000 · Wages & Benef...	Workers Comp	60,843.58	X		6,917,702.33
05/04/2016	19323	Suds Car Wash, Inc.	6140 · Maintenance of ...		53.08	X		6,917,649.25
05/04/2016	19324	Sutphen Corporation	6140 · Maintenance of ...		160.65	X		6,917,488.60
05/04/2016	19325	T&M Electric	-split-		3,120.00	X		6,914,368.60
05/04/2016	19326	Triangle Well Drilling	6150 · Maintenance,Str...		120.00	X		6,914,248.60
05/04/2016	19327	Verizon Wireless	-split-		2,381.28	X		6,911,867.32
05/04/2016	19328	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deducti...	4,800.12	X		6,907,067.20
05/04/2016	19329	Chase Bank	2029 · Other Payable	Pipes & Drums	450.00	X		6,906,617.20

El Dorado Hills Fire Department

6/9/2016 11:38 AM

Register: 1000 · Bank of America
 From 05/01/2016 through 05/31/2016
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/04/2016	19330	Greg F. Durante (Di...	-split-		200.00	X		6,906,417.20
05/04/2016	19331	Charles J. Hartley	-split-	Director Pay	600.00	X		6,905,817.20
05/04/2016	19332	John Hidahl	-split-		600.00	X		6,905,217.20
05/04/2016	19333	Douglas A. Hus	-split-		300.00	X		6,904,917.20
05/04/2016	19334	Barbara Winn	-split-		200.00			6,904,717.20
05/04/2016	19335	Connie Bair	-split-		150.00	X		6,904,567.20
05/04/2016	19336	Brian Bresnahan	-split-		150.00	X		6,904,417.20
05/04/2016	19337	Carol Caughey	-split-		150.00	X		6,904,267.20
05/04/2016	19338	David Kennedy	-split-		100.00	X		6,904,167.20
05/04/2016	19339	John Niehues	-split-		150.00			6,904,017.20
05/04/2016	19340	Dwight Piper	-split-		150.00	X		6,903,867.20
05/04/2016	19341	Frederick Russell	-split-		150.00	X		6,903,717.20
05/04/2016	19342	Angelica Silveira	-split-		150.00	X		6,903,567.20
05/05/2016		Deposit	-split-	Deposit		X	227,336.68	7,130,903.88
05/05/2016	EFT	Transfer to LAIF	1074 · Local Agency I...	Confirm #1501...	6,300,000.00	X		830,903.88
05/06/2016	EFT	ADP	-split-		588.66	X		830,315.22
05/06/2016	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Confirm # 122...	9,746.02	X		820,569.20
05/06/2016	EFT	ADP (FSA)	-split-		181.50	X		820,387.70
05/09/2016	EFT	ADP (FSA)	-split-		327.92	X		820,059.78
05/12/2016	EFT	Nationwide Retireme...	-split-		20,055.95	X		800,003.83
05/12/2016	EFT	P.E.R.S. Retirement	-split-		74,733.05	X		725,270.78
05/12/2016	EFT	P.E.R.S. ING	-split-		3,276.93	X		721,993.85
05/12/2016	PR16-5-1		-split-	Total Payroll T...	72,085.16	X		649,908.69
05/12/2016	PR16-5-1		1000 · Bank of Americ...	Direct Deposit	234,518.64	X		415,390.05
05/12/2016	PR16-5-1		1000 · Bank of Americ...	Payroll Checks		X		415,390.05
05/13/2016	EFT	ADP (FSA)	-split-		356.10	X		415,033.95
05/15/2016			6200 · Professional Ser...	Service Charge	164.42	X		414,869.53
05/16/2016	EFT	ADP (FSA)	-split-		95.00	X		414,774.53
05/17/2016		Deposit	-split-	Deposit		X	90,856.76	505,631.29
05/17/2016	EFT	Bank of America	-split-	Authorized Re...	9,389.00	X		496,242.29
05/17/2016	EFT	ADP (FSA)	-split-		602.18	X		495,640.11
05/19/2016	19343	A-CHECK	6200 · Professional Ser...		22.50	X		495,617.61
05/19/2016	19344	Air Exchange	6150 · Maintenance,Str...		1,499.12	X		494,118.49
05/19/2016	19345	Allstar Fire Equipme...	6230 · Small Tools and...		2,558.50	X		491,559.99
05/19/2016	19346	APTIX Inc.	-split-		2,680.00	X		488,879.99
05/19/2016	19347	Aramark	6100 · Clothing & Pers...	Rags	74.66			488,805.33
05/19/2016	19348	AT&T (CALNET 2)	-split-		356.26	X		488,449.07
05/19/2016	19349	Best Best & Krieger	-split-		686.40	X		487,762.67
05/19/2016	19350	Brad Ballenger	6000 · Wages & Benef...		229.00	X		487,533.67
05/19/2016	19351	Bugman Pest Control	-split-		190.00	X		487,343.67

El Dorado Hills Fire Department

6/9/2016 11:38 AM

Register: 1000 · Bank of America
 From 05/01/2016 through 05/31/2016
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/19/2016	19352	Burkett's	6190 · Office Supplies		89.87	X		487,253.80
05/19/2016	19353	Caltronics Business ...	6200 · Professional Ser...		72.89	X		487,180.91
05/19/2016	19354	Citygate Associates, ...	-split-		10,642.52	X		476,538.39
05/19/2016	19355	Comcast Business	-split-		1,376.82	X		475,161.57
05/19/2016	19356	Concrete Resurfacin...	6150 · Maintenance,Str...		810.00	X		474,351.57
05/19/2016	19357	De Lage Landen Fin...	6190 · Office Supplies		231.13	X		474,120.44
05/19/2016	19358	Fit Guard	6140 · Maintenance of ...		406.23	X		473,714.21
05/19/2016	19359	Folsom Lake Ford (P...	6140 · Maintenance of ...		221.59	X		473,492.62
05/19/2016	19360	FYI Telecommunicat...	-split-		1,388.50	X		472,104.12
05/19/2016	19361	Gary Pertle	-split-		362.00	X		471,742.12
05/19/2016	19362	InterState Oil Compa...	-split-		1,249.29	X		470,492.83
05/19/2016	19363	Interwest Consulting ...	6200 · Professional Ser...		131.25			470,361.58
05/19/2016	19364	Joshua Buscemi	-split-		3,000.00	X		467,361.58
05/19/2016	19365	Kaiser Foundation H...	-split-		519.00	X		466,842.58
05/19/2016	19366	Mountain Democrat	-split-		17.50	X		466,825.08
05/19/2016	19367	Oracle America, Inc.	-split-		1,000.00	X		465,825.08
05/19/2016	19368	P. G. & E.	-split-		129.48	X		465,695.60
05/19/2016	19369	Project Leadership A...	-split-		9,380.65	X		456,314.95
05/19/2016	19370	Rotary	6170 · Dues and Subsc...		150.00	X		456,164.95
05/19/2016	19371	Sandra Sanders	6000 · Wages & Benef...		152.00	X		456,012.95
05/19/2016	19372	Sentinel Fire Equipm...	6150 · Maintenance,Str...		574.79	X		455,438.16
05/19/2016	19373	SignChef Inc.	-split-		2,502.26	X		452,935.90
05/19/2016	19374	Sutphen Corporation	6140 · Maintenance of ...		351.35	X		452,584.55
05/19/2016	19375	Verizon Wireless	-split-		901.78	X		451,682.77
05/19/2016	19376	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deducti...	4,800.12	X		446,882.65
05/20/2016	EFT	ADP	6200 · Professional Ser...		338.66	X		446,543.99
05/20/2016	EFT	ADP (FSA Service C...	6200 · Professional Ser...		90.42	X		446,453.57
05/20/2016	EFT	ADP (FSA)	-split-		15.00	X		446,438.57
05/23/2016		Transfer from LAIF	1074 · Local Agency I...	Confirm #1502...		X	250,000.00	696,438.57
05/23/2016	EFT	ADP (FSA)	-split-		66.70	X		696,371.87
05/25/2016		U.S. Bank	3510 · Misc. Operating...	Deposit		X	734.48	697,106.35
05/25/2016	EFT	ADP (FSA)	-split-	Deposit			15.00	697,121.35
05/25/2016	EFT	P.E.R.S. Retirement	-split-		73,452.59	X		623,668.76
05/25/2016	EFT	P.E.R.S. ING	-split-		3,276.93	X		620,391.83
05/25/2016	EFT	P.E.R.S. Health	-split-		168,389.91	X		452,001.92
05/26/2016	EFT	Nationwide Retireme...	-split-		20,055.95	X		431,945.97
05/26/2016	EFT	ADP (FSA)	-split-		15.00	X		431,930.97
05/26/2016	PR16-5-2		-split-	Total Payroll T...	63,377.65	X		368,553.32
05/26/2016	PR16-5-2		1000 · Bank of Americ...	Direct Deposit	211,881.55	X		156,671.77
05/26/2016	PR16-5-2		1000 · Bank of Americ...	Payroll Checks		X		156,671.77

El Dorado Hills Fire Department

6/9/2016 11:38 AM

Register: 1000 · Bank of America
From 05/01/2016 through 05/31/2016
Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/27/2016	EFT	ADP (FSA)	-split-		407.94	X		156,263.83
05/31/2016	EFT	ADP (FSA)	-split-		35.00			156,228.83



2250 East Bidwell Street, Suite 100 ■ Folsom, CA 95630 ■ PH 916-458-5100 ■ FAX 916-983-2090

June 3, 2016

David Roberts, Fire Chief
El Dorado Hills Fire District
1050 Wilson Boulevard
El Dorado Hills, CA 95762
droberts@edhfire.com

SUBJECT: Community Risk Assessment and Standards of Cover Study, with a Facilities Master Plan for the El Dorado Hills Fire Protection District – Status Report No. 5

Dear Chief Roberts:

The following letter presents Citygate Associates, LLC's monthly written status report concerning our Fire Services Planning Work for the El Dorado Hills Fire Protection District. This correspondence is for the period of May 1, 2016 through May 31, 2016. Our letter is organized as follows:

- Work Performed in the Current Reporting Period
- Work Scheduled in the Next Reporting Period
- Project Schedule and Study Issues.

WORK PERFORMED IN THE CURRENT REPORTING PERIOD

We conducted the mid-project technical briefing on May 5th. Afterward, we completed the GIS and other technical work and submitted them for comment. We received these comments at month's end.

WORK SCHEDULED IN THE NEXT REPORTING PERIOD

In early June, we will process the comments, answer your team questions, and then prepare our full Draft Report.

PROJECT SCHEDULE AND STUDY ISSUES

None at this time, the project is on schedule and within budget.

Chief Roberts
June 3, 2016
Page 2

* * *

We appreciate the opportunity to serve the El Dorado Hills Fire District on this project. We will consider the tasks and actions described in this letter to fulfill those contract obligations unless you give us written notice of any deficiencies or shortcomings within 30 calendar days.

Please call me if you have any questions concerning this status report or the project. An invoice for the period covered by this status report is attached.

Very truly yours,

A handwritten signature in black ink, appearing to read "David C. DeRoos". The signature is fluid and cursive, with a large initial "D" and "C".

David C. DeRoos, MPA, CMC
President

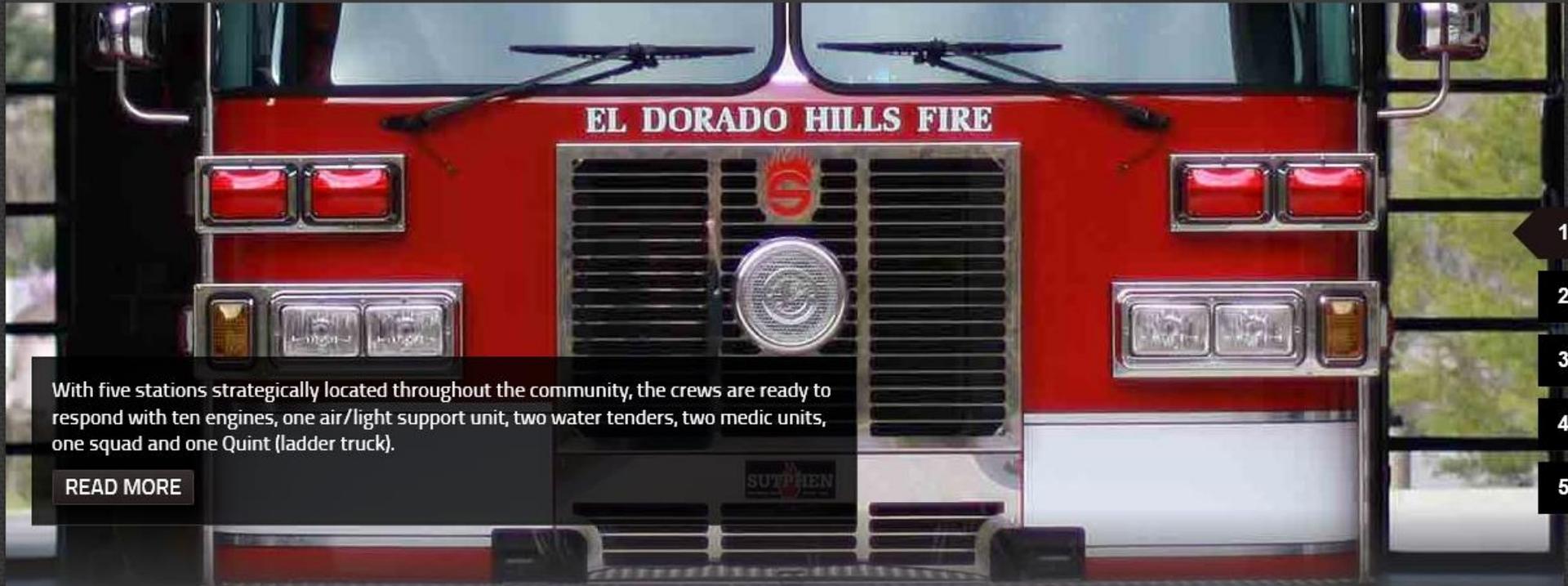
cc: Stewart Gary
Proj. File

Attachment



EL DORADO HILLS FIRE DEPARTMENT

"Our Mission: We, the El Dorado Hills Fire Department, exist to serve and protect the Community through emergency management."

[HOME](#)[ABOUT US ▾](#)[OUR SERVICES ▾](#)[NEWS & EVENTS ▾](#)[PREVENTION & SAFETY ▾](#)[CONTACT US ▾](#)[MEMBERS ▾](#)

With five stations strategically located throughout the community, the crews are ready to respond with ten engines, one air/light support unit, two water tenders, two medic units, one squad and one Quint (ladder truck).

[READ MORE](#)[1](#)[2](#)[3](#)[4](#)[5](#)

State Controller's Office Compensation Report

Below are links to the State Controller's Office Local Government Compensation Report. El Dorado Hills County Water District California Special Districts

[READ MORE](#)

Documents for Public Review

Updated contracts, the MOU, and wage and benefit comparison data can be viewed on our Documents and Forms page under...

[READ MORE](#)

National Electrical Safety Month

According to the National Fire Protection Association, 47,700 home fires in the U.S. are caused by electrical failure or malfunction...

[READ MORE](#)

HHW Collection Cancelled for May 7th

Due to weather conditions, the El Dorado Hills Household Hazardous Waste collection has been cancelled for Saturday, May 7th. For...

[READ MORE](#)



EDHFD MENU

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Events Calendar

Health News

Press Release

Santa Run

Upcoming Courses

NEWS & EVENTS / **Latest News**
/ State Controller's Office Compensation Report

EDHFire News

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State Controller's Office Compensation Report

🕒 on Monday, May 25

[Print](#) | [Bookmark](#)

Below are links to the State Controller's Office Local Government Compensation Report.

- [El Dorado Hills County Water District](#)
- [California Special Districts](#)

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⬅ [Documents for Public Review](#)

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NEWS ARCHIVES

[State Controller's Office Compensation Report](#)



[GCC Home](#) » [Browse](#) » [Special Districts](#) » El Dorado Hills County Water District

El Dorado Hills County Water District ([El Dorado County](#)) **2014** ▾

Select a department to view details: ▾

72 employees

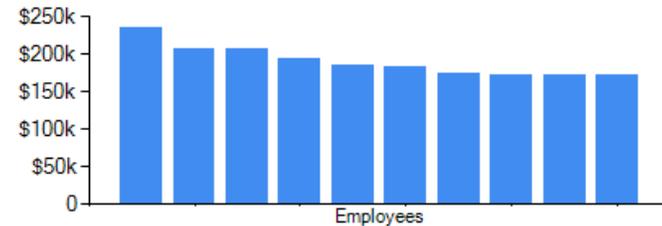
\$107,417 average wages
in this special district

\$31,669 avg. retirement & health cost
in this special district

\$7,734,050 total wages
paid by this special district

\$2,280,155 total retirement & health cost
paid by this special district

Data at a Glance: Top 10 Emp. - Highest Total Wages ▾



Click a bar for more information

[Try the Report Builder](#)

Historical Data: Average Wages ▾



Hover over a data point for more information

Activity: [Fire Protection](#)

For more information go to www.edhfire.com

Last Updated: 2/23/2016

The State Controller's Office is not responsible for the accuracy of this information. [Learn more.](#)

Save results as [XLS](#) [PDF](#)

Report: **Employees** ▾

Filter by: **Total Wages** ▾ Min Max [Apply](#) | [Reset](#)

Search in table: [Find Next](#)

Showing page 1 of 3

[<< First](#) [< Previous](#) **1** of 3 [Next >](#) [Last >>](#)

Position ▾	Department ▾	Total Wages ▾	Total Retirement & Health Cost ▾



[GCC Home](#) » [Browse](#) » Special Districts

Special Districts View Special Districts by County or by Activity

2,992 special districts reported
143,175 employees
47 average number of employees per special district

\$49,881 average wages for all employees
\$16,695 avg. retirement & health cost for all employees

\$7,141,722,521 total wages paid by all special districts
\$2,390,235,933 total retirement & health cost paid by all special districts



Download Special District employee data for 2014 from the [Raw Export page](#).

Last Updated: 5/31/2016

The State Controller's Office is not responsible for the accuracy of this information. [Learn more.](#)

Save results as XLS PDF

Report:

Filter by: Min: Max: [Apply](#) | [Reset](#) Search in table: [Find Next](#)

Showing page 1 of 131 1 of 131

Special District	County	Employees	Average Wages	Avg. Ret. & Health Cost	Total Wages	Total Ret. & Health Cost
Menlo Park Fire Protection District	San Mateo	114	\$140,488	\$35,694	\$16,015,577	\$4,069,101
San Ramon Valley Fire Protection	Contra Costa	174	\$137,363	\$100,588	\$23,901,225	\$17,502,349
Montecito Fire Protection District	Santa Barbara	56	\$135,439	\$48,371	\$7,584,566	\$2,708,800
Central County Fire Department	San Mateo	74	\$133,048	\$43,709	\$9,845,564	\$3,234,483



EL DORADO HILLS FIRE DEPARTMENT

**MONTHLY ACTIVITY REPORT
MAY 2016**

“YOUR SAFETY ... OUR COMMITMENT”

SUMMARY

The goal of the Operations Report is to provide a summary of the El Dorado Hills Fire Department response performance for each month. The report currently evaluates the Alarm Statistics by each response zone, looks at Code 3 Response Times, evaluates Turnout Times, and describes the different types of calls that the Department responds to monthly. Every call is evaluated by the Operations Chief each month. Any call with an extended response time or an extended turnout time is researched and corrective action is taken if needed.

Collection of data for this report is a manual process at the current time. You will note that this month the Alarm Statistics page has the information consolidated (no sub-districts), the Code 3 Response Time Analysis page is broken into rural and suburban areas. You will also note that there are three new columns giving the percentage of time we arrived on scene under eight, seven and six minutes (turnout and travel times only). We are unable to track call processing times.

ALARM STATISTICS

Response District	Total Number of Responses – MAY 2016	Total Number of Responses –2016	Total Number of Responses – MAY 2015	Total Number of Responses –2015
84	75	274	59	236
85	70	259	54	243
86	40	151	29	162
87	49	238	46	219
91	4	22	6	24
92	1	10	4	15
Mutual Aid	65	316	53	250
Transfer	14	86	8	55
TOTALS	318	1356	259	1204

89.89% Medic Unit Response, 10 Minutes (before exception reports)

93.26% Medic Unit Response, 11 Minutes (before exception reports)

Report: Queries – Incident – NFIRS Incident – Incident By District (Summary) Note: Run all Districts on 1 page

CODE 3 RESPONSE TIME ANALYSIS

Response District	Total Number of Re-sponses	Number of Code 3 Re-sponses	Average Code 3 Response Time (includes turnout, and travel)*	% Under 8 Min Response Time (includes turnout, and travel)	% Under 7 Min Response Time (includes turnout, and travel)	% Under 6 Min Response Time (includes turnout, and travel)
Response Area 84						
84 (Rural)	3	1	11:19			
84 (Suburban)	72	46	04:45	99%	96%	88%
Response Area 85						
85 (Suburban)	70	54	04:43	99%	99%	94%
Response Area 86						
86 (Rural)	0	0	N/A			
86 (Suburban)	40	20	05:41	98%	94%	88%
Response Area 87						
87 (Suburban)	49	24	04:15	100%	100%	99%
Response Area 91						
91-A (Rural)	2	1	05:42			
91-B (Rural)	0	0	N/A			
91-C (Rural)	2	2	11:41			
92 (Rural)	1	1	07:35			

*San Ramon SOC – Board Policy Response Time Benchmark Goals – Rural 15 min and Suburban 8 min

Report: Queries – Incident – NFIRS Incident – Incident By District (Summary) = Total # Responses

Report: Reports – Incident Reports – NFIRS – Incident Stat – Incident Stat Detail – Average Response Time by District/Incident Type (Run Report by date and add “alarm type” for code 3). Manually check all extended responses over 7 min.

Report %: FH Analytics Reports (1st Unit Arrival Compliance Section. Filter Alarm Type 3, Unit Res. Code – 1, and District)

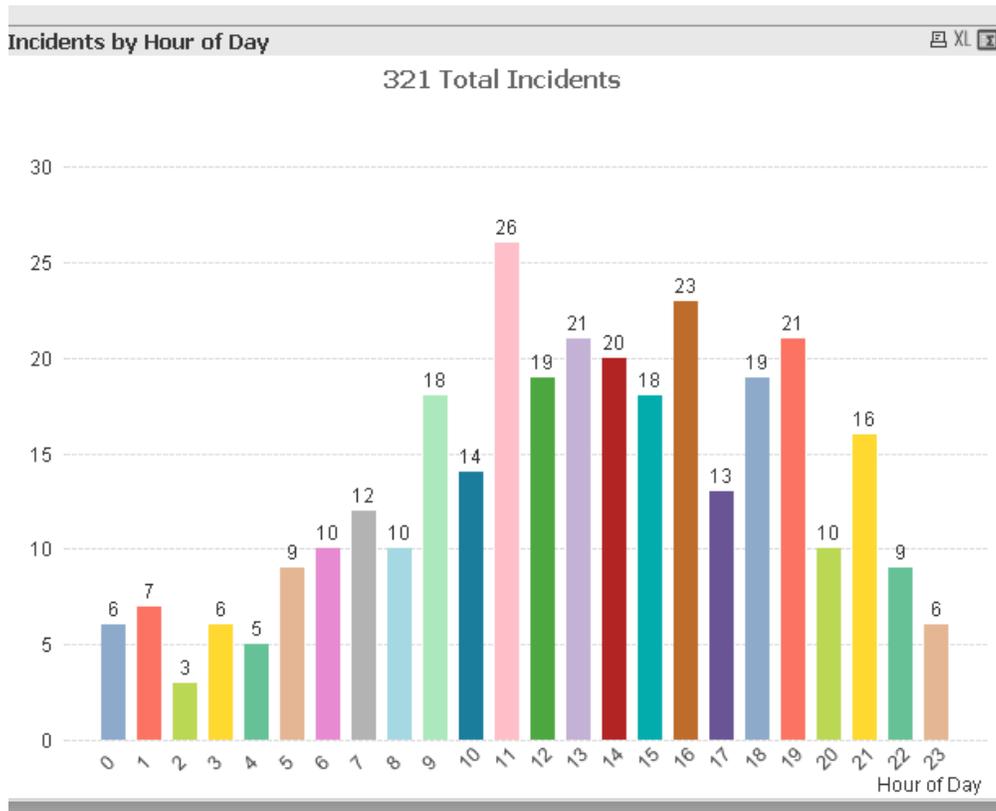
CODE 3 TURNOUT TIME ANALYSIS

Benchmark Turnout Time Goal 90 Seconds

Unit	Total Number of Responses	Total Less Than 1 min 30 Seconds	Total Over 1 min 30 Seconds	Total Over 1 min 30 Seconds Excluding PPE or Computer slow	% Compliant Excluding PPE or Computer slow	Average Turnout time
E84	50	36	14	10	80%	01:08
T85	50	37	13	9	82%	01:08
E85	5	5	0	0	100%	00:40
E86	24	20	4	3	88%	01:01
E87	28	26	2	0	100%	00:44
P91	8	7	1	0	100%	00:46

Report: Reports – Incident – NFIRS Incident – Incident Stat – Incident Stat Detail – Unit Response/Reaction Summary by Incident (Select unit, dates and add “alarm type” then run one for each unit and manually check for why some extended)

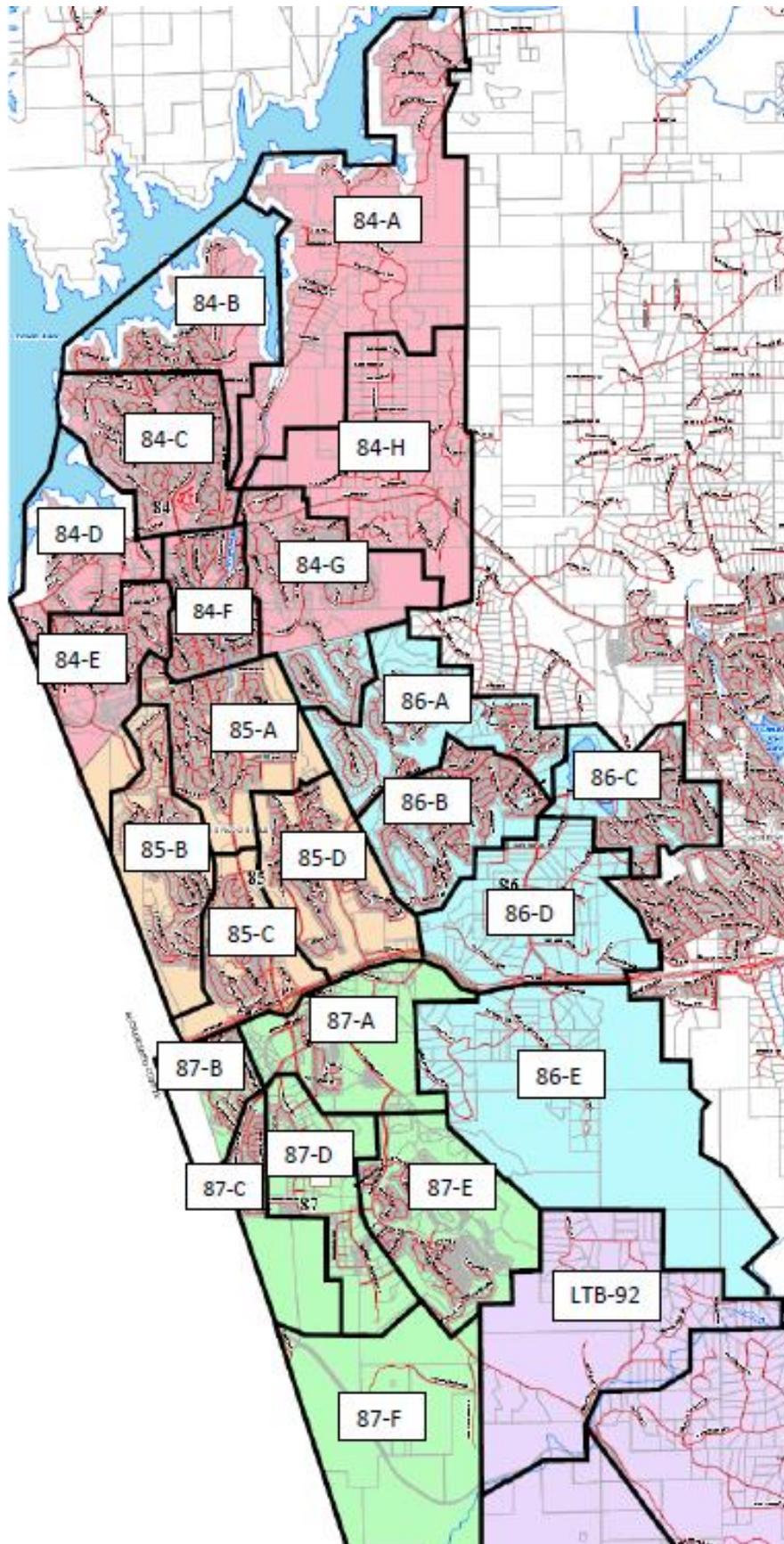
INCIDENTS BY HOUR OF DAY



INCIDENT TYPE ANALYSIS

	321
111 Building fire	3
113 Cooking fire...	1
114 Chimney or ...	1
131 Passenger v...	1
151 Outside rub...	1
251 Excessive h...	1
321 EMS call, ex...	3
321C EMS call, C...	13
321G EMS call, G...	112
321N EMS call, C...	5
321R EMS call, R...	10
321T EMScall, Tr...	25
321X EMS call, T...	16
322 Motor vehicl...	14
324 Motor Vehicl...	4
412 Gas leak (na...	1
440 Electrical wi...	1
444 Power line d...	1
500 Service Call,...	1
510 Person in di...	3
511 Lock-out	4
531 Smoke or od...	1
541 Animal probl...	1
541S Animal pro...	43
542 Animal rescue	4
550 Public servic...	1
553 Public service	1
554 Assist invalid	9
571 Cover assig...	10
611 Dispatched ...	1
611A Dispatche...	2
611F Dispatched...	2
611M Dispatche...	9
611T Dispatched...	4
622 No Incident ...	2
631 Authorized ...	1
653 Smoke from ...	1
700 False alarm ...	4
743 Smoke dete...	2
744 Detector ac...	1
900 Special type...	1

Report: FH ANALYTICS – Incidents – Incident Type List (change to list view, copy clipboard and crop)



Surplus and Sale of Obsolete Equipment (Vehicles)

Summary:

The following vehicles been evaluated as to its age and usefulness. All listed items for surplus no longer meet safety standards as set by the National Fire Protection Association (NFPA) for use by safety personnel. Staff recommends that the vehicles be classified as surplus and offered for sale or donated as appropriate.

The listed vehicles that were previously owned by the Latrobe Fire District.

Equipment

2003 Ford Expedition VIN *2055
2003 Ford Expedition VIN *8787

Estimated Value

\$2,000.00
\$2,000.00

Fiscal Impact:

Potential net-increase in revenue.

Recommendation:

Staff recommends that all equipment listed be put in surplus status so that it can be donated or disposed of per policy.

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Year Ending June 30, 2016



	Full Year Budget FY15/16	Full Year Forecast FY15/16	Variance \$ Full Year Budget vs. Forecast	Variance % Full Year Budget vs. Forecast	Notes/Comments
Revenue					
3240 · Tax Revenue					
3260 · Secured Tax Revenue	14,168,065	14,168,065	-		
3270 · Unsecured Tax Revenue	277,956	282,447	4,491		
3280 · Homeowners Tax Revenue	141,551	144,317	2,766		
3320 · Supplemental Tax Revenue	135,000	176,222	41,222		
3330 · Sacramento County Revenue	-	26,560	26,560		
3335 · Latrobe Revenue		-	-		
3335.2 · Latrobe Special Tax	-	35,088	35,088		
3335.3 · Latrobe Base Transfer	256,651	256,651	-		
3340 · Property Tax Administration Fee	(301,956)	(316,739)	(14,783)		
Total 3240 · Tax Revenue	14,677,267	14,772,611	95,344	1%	
3505 · Misc. Revenue, Vacant Lot	-	1,068	1,068	100%	
3506 · Misc. Revenue, Fire Prev. Fees	-	72,654	72,654	100%	Fire Prevention Fees not budgeted
3510 · Misc. Operating Revenue					
3511 · Contributions	25,000	8,100	(16,900)	-68%	Grant Received for \$8.1k. No other contributions anticipated. Partially offset by higher JPA expenses below.
3512 · JPA Revenue	804,000	1,019,976	215,976	27%	OPEB and PERS Lump Sum share not budgeted.
3513 · Rental Income (Cell site)	24,000	13,828	(10,172)	-42%	No longer receiving AT&T rent payments. Investigation open with AT&T
3515 · OES/Mutual Aid Reimbursement	400,000	817,441	417,441	104%	Extreme fire season. Partially offset by OES OT below.
3520 · Interest Earned	40,000	59,069	19,069	48%	Interest rate slightly higher than anticipated.
3510 · Misc. Operating Revenue - Other	86,000	20,803	(65,197)	-76%	No annexation fees collected to date
Total 3510 · Misc. Operating Revenue	1,379,000	1,939,218	560,218	41%	
Total Operating Revenue	\$ 16,056,267	\$ 16,785,550	\$ 729,283	5%	
3550 · Development Fee Revenue (Restricted)	1,075,000	1,920,585	845,585	79%	
3570 · Loss/Gain on Sale of Assets	-	27,430	27,430	100%	Auction of vehicles in August 2015
Total Revenue	\$ 17,131,267	\$ 18,733,565	\$ 1,601,230	9%	

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Year Ending June 30, 2016



	Full Year Budget FY15/16	Full Year Forecast FY15/16	Variance \$ Full Year Budget vs. Forecast	Variance % Full Year Budget vs. Forecast	Notes/Comments
Expense					
6000 · Salaries & Wages					
6001 · Salaries & Wages, Fire	5,727,313	5,430,881	(296,432)	-5%	Delayed timing in hire of budgeted positions and change in Sta 91 staffing plan.
6011 · Education Pay	404,100	390,783	(13,317)	-3%	
6016 · Salaries & Wages, Clerical/Misc	600,851	516,910	(83,941)	-14%	CFO/DOF Overlap less than budgeted; delayed timing in Fire Marshal promotion; Front desk Admin savings
6017 · Volunteer Pay	115,000	81,915	(33,085)	-29%	
6018 · Director Pay	16,000	18,200	2,200	14%	More meetings than budgeted
6019 · Overtime		-			
6019.1 · Overtime, Operational	1,450,000	1,418,488	(31,512)	-2%	Extreme fire season. Offset by OES Revenue above
6019.2 · Overtime, Outside Aid	400,000	663,124	263,124	66%	
6019.3 · Overtime, JPA	100,000	123,806	23,806	24%	
Total 6019 · Overtime	1,950,000	2,205,419	255,419	13%	Offset by JPA Revenue above
6020 · P.E.R.S. Retirement	2,270,041	2,150,894	(119,147)	-5%	Favorable wage base
6030 · Workers Compensation	759,282	726,478	(32,804)	-4%	WC increase for 2016 contract year less than budgeted.
6031 · Life Insurance	6,895	5,670	(1,225)	-18%	
6032 · P.E.R.S. Health Benefits	1,343,892	1,337,711	(6,181)	0%	
6033 · Disability Insurance	14,040	14,340	300	2%	
6034 · Health Cost of Retirees	746,000	813,577	67,577	9%	Did not budget for increase in retiree headcount
6040 · Dental/Vision Expense	169,200	110,506	(58,694)	-35%	Delayed hire of new positions
6050 · Unemployment Insurance	18,248	16,249	(1,999)	-11%	
6060 · Vacation & Sick Expense Reserve	100,000	173,323	73,323	73%	Increase in estimated vacation/sick liability at year-end.
6070 · Medicare	130,893	124,712	(6,182)	-5%	
Total 6000 · Salaries & Wages	14,371,755	14,117,566	(254,189)	-2%	
Salaries & Wages as a % of Operating Revenue	90%	84%			
6100 · Clothing & Personal Supplies	77,900	82,177	4,277	5%	Class A reimbursements not budgeted

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Year Ending June 30, 2016



	Full Year Budget FY15/16	Full Year Forecast FY15/16	Variance \$ Full Year Budget vs. Forecast	Variance % Full Year Budget vs. Forecast	Notes/Comments
6110 · Communications					
6111 · Business Phones	69,740	76,152	6,412	9%	VOIP internet costs budgeted in Prof. Svcs. SIP Trunk charges not budgeted. T-1 Install did not occur this fiscal year. Carry forward to 16/17.
6112 · Dispatch Services	108,700	41,248	(67,452)	-62%	
Total 6110 · Communications	178,440	117,399	(61,041)	-34%	
6120 · Housekeeping	23,300	38,524	15,224	65%	Household items purchased for Sta 84. Also classification (offset w/ Maint.)
6130 · Insurance					
6131 · General Insurance	62,000	50,415	(11,585)	-19%	Paid full year premium in October 2015. Favorable to budget
Total 6130 · Insurance	62,000	50,415	(11,585)	-19%	
6140 · Maintenance of Equipment					
6141 · Tires	25,000	24,093	(907)	-4%	More repair parts needed than anticipated in budget. Less outside work needed than anticipated in budget. Less equipment maintenance needed than anticipated in budget.
6142 · Parts & Supplies	10,000	18,057	8,057	81%	
6143 · Outside Work	110,500	46,559	(63,941)	-58%	
6144 · Equipment Maintenance	142,950	127,994	(14,956)	-10%	
6145 · Radio Maintenance	5,700	9,209	3,509	62%	
Total 6140 · Maintenance of Equipment	294,150	225,912	(68,238)	-23%	
6150 · Maintenance, Structures & Ground	99,310	116,484	17,174	17%	
6160 · Medical Supplies					
6161 · Medical Supplies	3,900	10,384	6,484	166%	Defibrillators funded with grant received (\$8.1k)
Total 6160 · Medical Supplies	3,900	10,384	6,484	166%	
6170 · Dues and Subscriptions	9,110	9,007	(103)	-1%	
6180 · Miscellaneous		-			
6181 · Miscellaneous	4,000	3,209	(791)	-20%	No expenses anticipated for Honor Guard program
6182 · Honor Guard	4,000	-	(4,000)	-100%	
6183 · Explorer Program	1,500	1,502	2	0%	No expenses anticipated for Pipes & Drums
6184 · Pipes and Drums	3,000	-	(3,000)	-100%	
Total 6180 · Miscellaneous	12,500	4,711	(7,789)	-62%	
6190 · Office Supplies	20,850	24,385	3,535	17%	Unanticipated business card orders needed due to extension changes
6200 · Professional Services		-			
6201 · Audit	10,500	10,000	(500)	-5%	

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Year Ending June 30, 2016



	Full Year Budget FY15/16	Full Year Forecast FY15/16	Variance \$ Full Year Budget vs. Forecast	Variance % Full Year Budget vs. Forecast	Notes/Comments
6202 · Legal	120,000	93,843	(26,157)	-22%	Less legal services needed than anticipated in budget.
6203 · Notices	3,500	2,642	(858)	-25%	
6204 · Misc.	374,650	374,629	(21)	0%	
6205 · Elections/Tax Administration	1,000	-	(1,000)	-100%	
Total 6200 · Professional Services	509,650	481,114	(28,536)	-6%	
6220 · Rents and Leases - Bldgs/Imprv	25,928	22,206	(3,722)	-14%	
6230 · Small Tools and Supplies	57,300	55,479	(1,821)	-3%	
6240 · Special Expenses		-			
6241 · Training	90,500	66,790	(23,710)	-26%	Effort to save on training costs to offset other unfavorable variances Delay in sale of car seats purchased for Buckle-up Baby program (\$5.2k)
6242 · Fire Prevention	13,250	19,638	6,388	48%	
6243 · Licenses	1,000	-	(1,000)	-100%	
6244 · Directors' Training & Travel	3,000	-	(3,000)	-100%	
Total 6240 · Special Expenses	107,750	86,427	(21,323)	-20%	
6250 · Transportation and Travel					
6251 · Fuel and Oil	80,000	46,114	(33,886)	-42%	Oil prices low in FY15/16
6252 · Travel	20,000	14,774	(5,226)	-26%	Effort to save on travel costs to offset other unfavorable variances
6253 · Meals & Refreshments	20,000	18,180	(1,820)	-9%	
Total 6250 · Transportation and Travel	120,000	79,068	(40,932)	-34%	
6260 · Utilities					
6261 · Electricity	65,000	76,898	11,898	18%	Higher electricity costs than anticipated in budget.
6262 · Natural Gas/Propane	25,000	19,877	(5,123)	-20%	Lower natural gas costs than anticipated in budget.
6263 · Water/Sewer	14,000	11,766	(2,234)	-16%	
Total 6260 · Utilities	104,000	108,541	4,541	4%	
Total Operating Expense	\$ 16,077,843	\$ 15,629,801	\$ (448,042)	-3%	
Operating Revenue - Operating Expense	\$ (21,576)	\$ 1,155,749	\$ 1,177,325		
6560 · Payroll Exps- PERS Prepayment	1,200,000	-	(1,200,000)	-100%	Transfer to separate fund in lieu of paying to CalPERS Favorable Sta 84 costs vs. budget (\$927k); Favorable turnouts (\$100k); Type III & Type IV Vehicles (\$450k)
6720 · Fixed Assets	3,410,300	2,010,514	(1,399,786)	-41%	

El Dorado Hills Fire Department
Revenue and Expense Forecast - ALL FUNDS
For the Year Ending June 30, 2016



	Full Year Budget FY15/16	Full Year Forecast FY15/16	Variance \$ Full Year Budget vs. Forecast	Variance % Full Year Budget vs. Forecast	Notes/Comments
6999 · Uncategorized Expenses	-	-	-	0%	
Total Expense	\$ 20,688,143	\$ 17,640,315	\$ (3,047,828)	-15%	
Total Revenue - Total Expense	\$ (3,556,876)	\$ 1,093,250	\$ 4,650,126		
Reserve Fund Transfers:					
Transfer to/(from) General Reserve Fund	(2,419,576)	(799,423)			
Transfer to/(from) Capital Replacement Fund	(864,300)	(445,311)			
Transfer to/(from) Pension/OPEB Unfunded Liability Fund	-	1,200,000			
Transfer to/(from) Development Fee Fund (Restricted)	(273,000)	1,137,983			
Total Increase/(Decrease) in Reserve Balances	(3,556,876)	1,093,250			
Net of Revenue, Expenses, and Reserve Transfers	\$ -	\$ -			

Reserve Balance Summary:	<u>BUDGET</u>	<u>FORECAST</u>
General Reserve Fund		
Balance, 6/30/2015	13,840,847	13,840,847
Less: Transfer Out for Operations	(2,419,576)	(799,423)
Balance, 6/30/2016	\$ 11,421,271	\$ 13,041,424
Capital Replacement Fund		
Balance, 6/30/2015	4,245,134	4,245,134
Less: Transfer Out for Capital Purchases	(864,300)	(445,311)
Balance, 6/30/2016	\$ 3,380,834	\$ 3,799,823
Development Fee Reserve Fund (Restricted)		
Balance, 6/30/2015	1,191,898	1,191,898
Add: Development Fee Revenue	1,000,000	1,920,585
Less: 50% Station 84 Rebuild	(1,273,000)	(782,602)
Balance, 6/30/2016	\$ 918,898	\$ 2,329,881
TOTAL FUND BALANCES, 6/30/2015	\$ 19,277,879	\$ 19,277,879
Transfers In	1,000,000	1,920,585
Transfers Out	(4,556,876)	(2,027,335)
Total Increase/(Decrease) in Reserve Balances	(3,556,876)	(106,750)
TOTAL FUND BALANCES, 6/30/2016	\$ 15,721,003	\$ 19,171,129

2016/17
PRELIMINARY BUDGET

EL DORADO HILLS FIRE DEPARTMENT



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INTRODUCTION

The attached budget is the recommended Preliminary Budget for fiscal year 2016/2017. As per statutory requirement, the Preliminary Budget must be adopted by June 30, 2016 and the Final Budget must be adopted by September 30, 2016.

BACKGROUND

The proposed Preliminary Budget was developed with the participation and input from the Director of Finance, all Chief Officers, and Staff. 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.

For purposes of this preliminary budget, Staff has assumed a property tax revenue increase of 6% over prior year. This percentage will be adjusted prior to the adoption of the Final Budget once final estimates from El Dorado County have been published.

SUMMARY

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

General 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. To maintain a strong fiscal balance, the general operating expenditures are funded from recurring operating revenues.

The Board recently adopted a District Reserve Policy that establishes guidelines for maintaining a minimum balance in the General Reserve Fund equivalent to at least ½ year operating expenditures. The budgeted ending General Reserve Fund balance exceeds this goal.

Capital Replacement Fund

The Capital Replacement Fund supports reinvestment 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 are budgeted in the Capital Replacement Fund for fiscal year 2016/17.

It the recently adopted District Reserve Policy, a goal was established to contribute to the Capital Replacement Fund annually to ensure the balance is sufficient to replace, repair, or restore the District's capital assets at the end of their useful lives. There are no budgeted contributions or transfers to this fund in fiscal year 2016/17.

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. Qualifying expenditures are determined and approved in advance as a part of the District's 5-year Capital Plan, which is updated and reviewed by El Dorado County on a periodic basis.

Reserve Fund Balances

The District continues to closely monitor and control expenditures in an effort to preserve its reserve balances. The Preliminary budget reflects an overall increase in total reserve balances for fiscal year 2016/17. The General Reserve Fund is budgeted to increase by \$45,609, as operating expenditures are budgeted to be slightly less than operating revenues. There is a significant budgeted increase in the Development Fee Reserve Fund of \$1,362,500 resulting from higher projected development fee revenue than qualified expenditures. There is an offsetting decrease in the budgeted Capital Replacement Reserve Fund balance due to budgeted capital expenditures of \$955,125.

The District has loaned from the General Reserve Fund to the Development Fee Fund in prior years, which is being paid back over time. Any money not spent on new development from this fund will be used to pay back the General Reserve Fund. The District continues to see increased revenue from Development Fees due to growth.

Revenues

Revenue projections are primarily based on an estimated growth rate in the District's assessed value. This estimate will be provided by El Dorado County prior to the preparation and approval of the Final Budget. For purposes of the Preliminary Budget, an estimated 6% growth rate in property tax revenues was used. Also included in operating revenues are projected JPA reimbursements in the amount of \$919,537. The JPA funds the ambulance service in the District. Mutual Aid/OES revenue is also included at an estimate at \$412,000. This revenue is dependent on the extremity of the wildland fire season and the Department's participation on strike teams. While the District continues to pursue grant funding for various projects and cost items, no such revenue is projected for the 2016/17 fiscal year.

BUDGET PROCESS

In an effort to ensure that all considerations have been given to this decision process and to allow the public to engage in the budget development, it is anticipated that the Board of Directors will meet at the regular Board meeting and solicit public input prior to the budget's adoption.

RECOMMENDATION

Staff recommends that the Board of Directors review, discuss, and approve the 2016-2017 Preliminary Budget.



**BUDGET SUMMARY
ALL FUNDS**

El Dorado Hills Fire Department
Preliminary Budget Summary - All Funds
Fiscal Year 2016/17



	<u>General Fund</u>	<u>Capital Replacement Fund</u>	<u>Development Fee Fund</u>	<u>Total All Funds</u>
Revenue				
Property Tax Revenue	15,598,504			15,598,504
Fire Prevention Fee Revenue	30,000			30,000
Other Miscellaneous Operating Revenue	1,418,537			1,418,537
Development Fee Revenue			1,400,000	1,400,000
Proceeds from Sale of Assets	35,000			35,000
Total Revenue	\$ 17,082,041	\$ -	\$ 1,400,000	\$ 18,482,041
Expenditures				
Wages & Benefits	15,314,948	-	-	15,314,948
Other Operating Expenditures	1,721,484	-	-	1,721,484
Pension/OPEB UAL Lump Sum Pmt	-	-	-	-
Fixed Assets	-	955,125	37,500	992,625
Total Expenditures	\$ 17,036,432	\$ 955,125	\$ 37,500	\$ 18,029,057
Revenue Less Expenditures	\$ 45,609	\$ (955,125)	\$ 1,362,500	\$ 452,984
Reserve Fund Transfer Summary				
Beginning Balance, 6/30/2016 (FORECAST)	\$ 13,017,263	\$ 3,796,640	\$ 2,047,640	\$ 18,861,543
Transfer to/(from) General Reserve Fund	45,609	-	-	45,609
Transfer to/(from) Capital Replacement Fund	-	(955,125)	-	(955,125)
Transfer to/(from) Development Fee Fund	-	-	1,362,500	1,362,500
Total Increase/(Decrease) in Reserve Balances	45,609	(955,125)	1,362,500	452,984
Ending Balance, 6/30/2017 (PROJECTED)	\$ 13,062,872	\$ 2,841,515	\$ 3,410,140	\$ 19,314,527



**BUDGET DETAIL
GENERAL FUND**

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2016/17



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
Revenue				
3240 · Tax Revenue				
3260 · Secured Tax Revenue	15,018,149	14,168,065	850,084	6%
3270 · Unsecured Tax Revenue	294,633	277,956	16,677	6%
3280 · Homeowners Tax Revenue	150,044	141,551	8,493	6%
3320 · Supplemental Tax Revenue	143,100	135,000	8,100	6%
3330 · Sacramento County Revenue	18,000	-	18,000	100%
3335 · Latrobe Revenue				
3335.2 · Latrobe Special Tax	38,000	-	38,000	100%
3335.3 · Latrobe Base Transfer	256,651	256,651	-	0%
3340 · Property Tax Administration Fee	(320,073)	(301,956)	(18,117)	6%
Total 3240 · Tax Revenue	15,598,504	14,677,267	921,237	6%
3506 · Misc. Revenue, Fire Prev. Fees	30,000	-	30,000	100%
3510 · Misc. Operating Revenue				
3511 · Contributions	-	25,000	(25,000)	-100%
3512 · JPA Revenue	918,537	804,000	114,537	14%
3513 · Rental Income (Cell site)	38,000	24,000	14,000	58%
3515 · OES/Mutual Aid Reimbursement	412,000	400,000	12,000	3%
3520 · Interest Earned	45,000	40,000	5,000	13%
3510 · Misc. Operating Revenue - Other	5,000	86,000	(81,000)	-94%
Total 3510 · Misc. Operating Revenue	1,418,537	1,379,000	39,537	3%
3570 · Proceeds from Sale of Assets	35,000	-	35,000	100%
Total Revenue	\$ 17,082,041	\$ 16,056,267	\$ 1,025,774	6%
Operating Expenditures				
6000 · Wages & Benefits				
6001 · Salaries & Wages, Fire	5,879,656	5,727,313	(152,343)	-3%
6011 · Education/Longevity Pay	489,650	404,100	(85,550)	-21%
6016 · Salaries & Wages, Admin/Prev	609,286	600,851	(8,435)	-1%
6017 · Volunteer Pay	100,000	115,000	15,000	13%
6018 · Director Pay	18,000	16,000	(2,000)	-13%
6019 · Overtime				
6019.1 · Overtime, Operational	1,673,698	1,450,000	(223,698)	-15%
6019.2 · Overtime, Outside Aid	412,000	400,000	(12,000)	-3%
6019.3 · Overtime, JPA	103,397	100,000	(3,397)	-3%
Total 6019 · Overtime	2,189,095	1,950,000	(239,095)	-12%
6020 · P.E.R.S. Retirement	2,298,045	2,270,041	(28,004)	-1%

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2016/17



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
6030 · Workers Compensation	798,529	759,282	(39,247)	-5%
6031 · Life Insurance	6,224	6,895	671	10%
6032 · P.E.R.S. Health Benefits	1,481,872	1,343,892	(137,980)	-10%
6033 · Disability Insurance	16,170	14,040	(2,130)	-15%
6034 · Health Cost of Retirees	1,000,600	746,000	(254,600)	-34%
6040 · Dental/Vision Expense	174,840	169,200	(5,640)	-3%
6050 · Unemployment Insurance	14,490	18,248	3,758	21%
6060 · Vacation & Sick Expense Reserve	100,000	100,000	-	0%
6070 · Medicare	138,491	130,893	(7,598)	-6%
Total 6000 · Wages & Benefits	15,314,948	14,371,755	(943,193)	-7%
Wages & Benefits as a % of Revenue	90%	90%		
6100 · Clothing & Personal Supplies				
6001 · Uniform Allowance	80,600	30,000	(50,600)	-169%
6002 · Other Clothing & Personal Supplies	54,845	47,900	(6,945)	-14%
Total 6100 · Clothing & Personal Supplies	135,445	77,900	(57,545)	-74%
6110 · Network/Communications				
6111 · Telecommunications	59,495	69,740	10,245	15%
6112 · Dispatch Services	108,700	108,700	-	0%
6113 · Network/Connectivity	34,850	-	(34,850)	100%
Total 6110 · Communications	168,195	178,440	10,245	6%
6120 · Housekeeping	30,214	23,300	(6,914)	-30%
6130 · Insurance				
6131 · General Insurance	55,659	62,000	6,341	10%
Total 6130 · Insurance	55,659	62,000	6,341	10%
6140 · Maintenance of Equipment				
6141 · Tires	25,000	25,000	-	0%
6142 · Parts & Supplies	21,000	10,000	(11,000)	-110%
6143 · Outside Work	116,053	110,500	(5,553)	-5%
6144 · Equipment Maintenance	90,420	142,950	52,530	37%
6145 · Radio Maintenance	20,430	5,700	(14,730)	-258%
Total 6140 · Maintenance of Equipment	272,903	294,150	21,248	7%
6150 · Maintenance, Structures & Ground	112,566	99,310	(13,256)	-13%
6160 · Medical Supplies				
6161 · Medical Supplies	5,500	3,900	(1,600)	-41%
Total 6160 · Medical Supplies	5,500	3,900	(1,600)	-41%

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2016/17



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
6170 · Dues and Subscriptions	11,295	9,110	(2,185)	-24%
6180 · Miscellaneous				
6181 · Miscellaneous	4,000	4,000	-	0%
6182 · Honor Guard	1,000	4,000	3,000	75%
6183 · Explorer Program	2,500	1,500	(1,000)	-67%
6184 · Pipes and Drums	-	3,000	3,000	100%
Total 6180 · Miscellaneous	7,500	12,500	5,000	40%
6190 · Office Supplies	24,099	20,850	(3,249)	-16%
6200 · Professional Services				
6201 · Audit	10,500	10,500	-	0%
6202 · Legal/Human Resources	128,210	120,000	(8,210)	-7%
6203 · Notices	3,000	3,500	500	14%
6204 · Other Professional Services	143,149	374,650	231,501	62%
6205 · Elections/Tax Administration	20,000	1,000	(19,000)	-1900%
6206 · Public Relations	4,900	-	(4,900)	100%
Total 6200 · Professional Services	309,759	509,650	199,891	39%
6210 · Information Technology				
6211 · Software Licenses/Subscriptions	62,504	-	(62,504)	100%
6212 · IT Support/Implementation	107,374	-	(107,374)	100%
Total 6210 · Information Technology	169,878	-	(169,878)	100%
6220 · Rents and Leases - Bldgs/Imprv	80,784	25,928	(54,856)	-212%
6230 · Small Tools and Supplies	49,850	57,300	7,450	13%
6240 · Special Expenses				
6241 · Training	118,327	90,500	(27,827)	-31%
6242 · Fire Prevention	18,310	13,250	(5,060)	-38%
6243 · Licenses	-	1,000	1,000	100%
6244 · Directors' Training & Travel	-	3,000	3,000	100%
Total 6240 · Special Expenses	136,637	107,750	(28,887)	-27%
6250 · Transportation and Travel				
6251 · Fuel and Oil	70,000	80,000	10,000	13%
6252 · Travel	19,000	20,000	1,000	5%
6253 · Meals & Refreshments	21,000	20,000	(1,000)	-5%
Total 6250 · Transportation and Travel	110,000	120,000	10,000	8%
6260 · Utilities				
6261 · Electricity	10,200	65,000	54,800	84%
6262 · Natural Gas/Propane	17,000	25,000	8,000	32%
6263 · Water/Sewer	14,000	14,000	-	0%

El Dorado Hills Fire Department
Preliminary Budget Detail - General Fund
Fiscal Year 2016/17



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
Total 6260 · Utilities	41,200	104,000	62,800	60%
Total Operating Expenditures	\$ 17,036,432	\$ 16,077,843	\$ (958,589)	-6%
Revenue - Operating Expenditures	\$ 45,609	\$ (21,576)	\$ (67,185)	311%
6560 · Pension/OPEB UAL Lump Sum Pmt	-	1,200,000	1,200,000	100%
Total Expenditures	\$ 17,036,432	\$ 17,277,843	\$ 241,411	1%
Total Revenue - Total Expenditures	\$ 45,609	\$ (1,221,576)	\$ (1,267,185)	104%

2016/17 BUDGET – GENERAL FUND
SUMMARY OF SIGNIFICANT CHANGES FROM PRIOR YEAR BUDGET

REVENUES

A growth estimate of 6% from the County’s prior year assessment was used in determining Property Tax Revenue. This estimate will be adjusted based on the projection received from El Dorado County. Fire Prevention Fees increased \$30,000 from prior year and were budgeted based on actual collections in fiscal year 2015/16. Contributions/Grants decreased from the budget in prior year as there are no known grants in the pipeline for fiscal year 2016/17. JPA Revenue increased by \$114,537 or 14% as a direct result of higher budgeted JPA expenses (offset). Rental Income is expected to increase in 2016/17 due to a new planned cell site at Station 85. Other Miscellaneous Operating Revenue includes annexation fees, workers’ compensation reimbursements, and other miscellaneous revenue collected. The decrease of \$81,000 from prior year’s budget due to uncertainty of future earnings in this category. Asset Sale Proceeds of \$35,000 were budgeted to account for the planned auction of surplus vehicles.

WAGES & BENEFITS

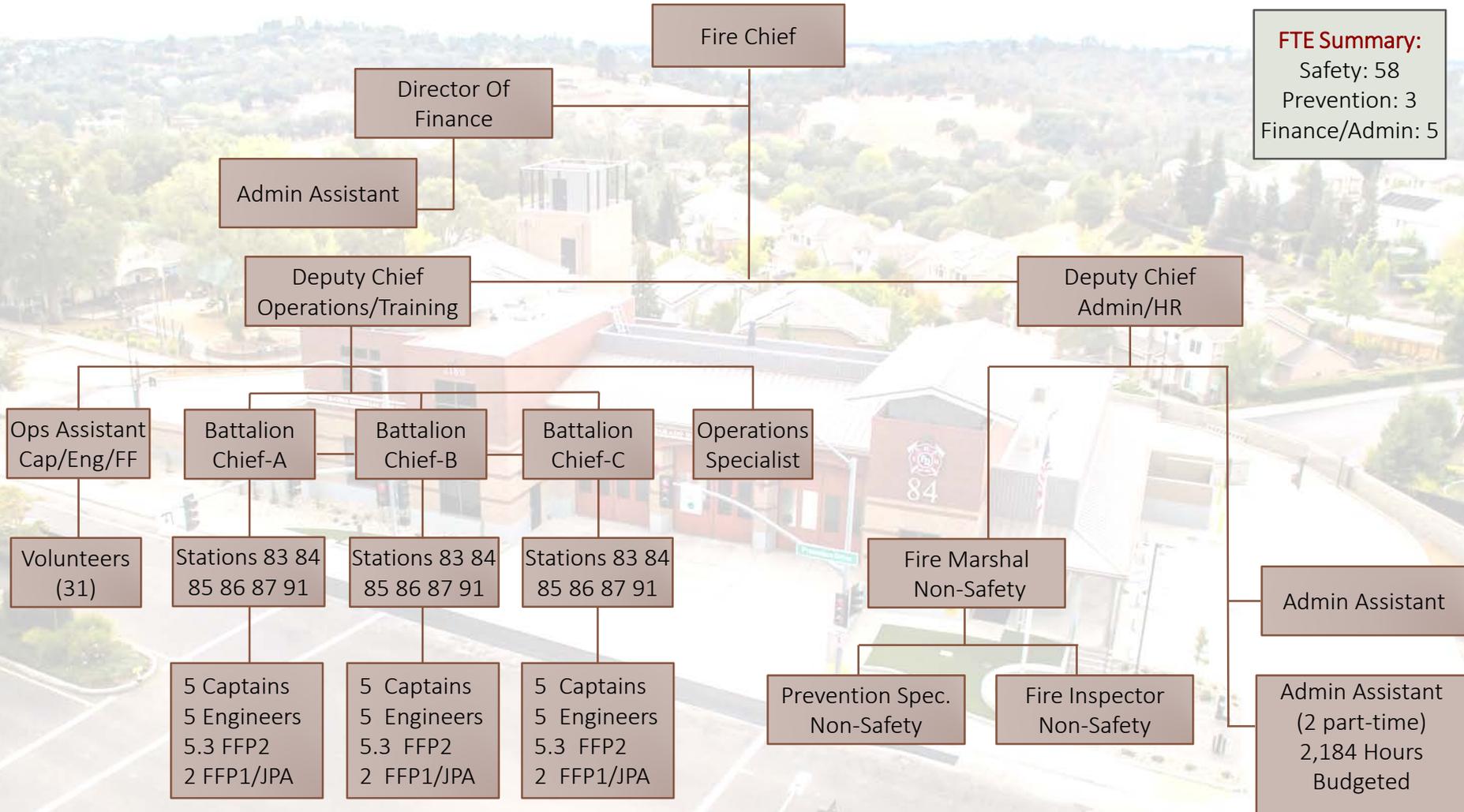
Wages & Benefits were budgeted based on the District’s current approved staffing levels and the negotiated labor contracts in effect for fiscal year 2016/17. Base pay rates for most Safety personnel are projected to increase at a rate of ½ the property tax revenue growth percentage. Based on the property tax revenue growth rate of 6%, a 3% pay increase was budgeted for these positions. A 2.5% COLA was budgeted for Administrative staff as per the negotiated contract in place. There were also increases in budgeted Education/Longevity pay due to a combination of contract changes, an increase in headcount from the prior year, and increased years of service for existing staff. The budgeted increase in Overtime is due to the planned pay rate adjustment as well as other contract changes (fixed FLSA). While PERS pension expense rates continue to increase, the budgeted PERS Retirement expense is relatively flat compared with prior year. This is due to an offsetting increase in employee contributions. The increased budgeted Health Cost from prior year is primarily due to an increase in headcount. There is also a significant increase in the Health Cost of Retirees, which is due to an increase in the required lump sum payment toward the District’s unfunded liability and the budgeted addition of two retirees.

OTHER OPERATING EXPENDITURES

Overall, there is a slight decrease in other operating expenditures from the prior year budget. There is an increase in Clothing and Personal Supplies due to the negotiated increase in uniform allowance. The budgeted cost of General Insurance decreased from prior year due to the change of carriers in 2015/16. The Professional Services category was broken down further into several new categories for 2016/17 in an effort to increase transparency. Newly created categories include Network/Connectivity, Software/License Subscriptions, IT Support/Implementation, and Public Relations. Combined, there is a decrease in the budget for these categories due to non-recurring special projects that were included in 2015/16. The budgeted increase in Rents & Leases is mostly due to the new solar lease contracts executed in fiscal year 2015/16, which results in offsetting savings in Electricity costs.

El Dorado Hills Fire Department

2016/17 Organization Chart





**HISTORICAL TREND ANALYSIS
ALL FUNDS**



El Dorado Hills Fire Department
Historical Trend Analysis
TOTAL ALL FUNDS

	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
Revenue								
3240 · Tax Revenue								
3260 · Secured Tax Revenue	11,783,661	11,830,868	12,028,827	13,218,543	14,168,065	15,018,149	850,084	6%
3270 · Unsecured Tax Revenue	242,171	252,527	284,881	294,263	280,109	294,633	14,524	5%
3280 · Homeowners Tax Revenue	135,398	134,560	134,583	141,900	141,551	150,044	8,493	6%
3320 · Supplemental Tax Revenue	9,334	14,658	186,426	223,245	151,354	143,100	(8,254)	-6%
3330 · Sacramento County Revenue	9,365	7,886	8,107	7,990	25,068	18,000	(7,068)	100%
3335 · Latrobe Revenue					-	-	-	
3335.2 · Latrobe Special Tax	-	-	-	20,700	35,288	38,000	2,712	100%
3335.3 · Latrobe Base Transfer	-	-	-	256,651	256,651	256,651	-	-100%
3340 · Property Tax Administration Fee	(318,851)	(308,533)	(235,247)	(194,228)	(316,739)	(320,073)	(3,334)	1%
Total 3240 · Tax Revenue	11,861,078	11,931,966	12,407,577	13,969,063	14,741,347	15,598,504	857,157	5%
3506 · Misc. Revenue, Fire Prev. Fees	33,579	34,713	18,812	49,011	72,431	30,000	(42,431)	100%
3510 · Misc. Operating Revenue								
3511 · Contributions	-	-	-	(159)	8,100	-	(8,100)	-100%
3512 · JPA Revenue	1,063,290	956,920	750,460	755,805	1,019,977	918,537	(101,440)	-11%
3513 · Rental Income (Cell site)	19,472	21,960	24,666	23,592	13,828	38,000	24,172	64%
3515 · OES/Mutual Aid Reimbursement	38,639	205,141	206,840	458,024	817,441	412,000	(405,441)	-98%
3520 · Interest Earned	69,802	55,656	43,087	46,366	62,003	45,000	(17,003)	-38%
3510 · Misc. Operating Revenue - Other	115,002	75,789	87,542	95,131	18,431	5,000	(13,431)	-269%
Total 3510 · Misc. Operating Revenue	1,306,205	1,315,466	1,112,594	1,378,758	1,939,780	1,418,537	(521,243)	-37%
Total Operating Revenue	\$ 13,200,862	\$ 13,282,145	\$ 13,538,983	\$ 15,396,832	\$ 16,753,558	\$ 17,047,041	\$ (643,182)	-4%
3550 · Development Fees								
3560 · Development Fee Revenue	695,722	1,062,498	1,208,615	1,741,799	1,638,344	1,400,000	(238,344)	-17%
Total 3550 · Development Fee Revenue	695,722	1,062,498	1,208,615	1,741,799	1,638,344	1,400,000	(238,344)	-17%
3570 · Loss/Gain on Sale of Assets	-		92,390	-	27,430	35,000	7,570	100%
Total Revenue	\$ 13,896,583	\$ 14,344,643	\$ 14,839,988	\$ 17,138,631	\$ 18,419,332	\$ 18,482,041	\$ 62,709	0%

El Dorado Hills Fire Department
Historical Trend Analysis
TOTAL ALL FUNDS



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
Operating Expenditures								
6000 · Wages & Benefits								
6001 · Salaries & Wages, Fire	5,076,552	5,019,412	4,887,897	5,164,564	5,328,491	5,879,656	551,165	9%
6011 · Education/Longevity Pay	369,732	386,792	357,223	355,052	391,272	489,650	98,378	20%
6016 · Salaries & Wages, Admin/Prev	425,977	377,375	369,334	452,549	510,779	609,286	98,507	16%
6017 · Volunteer Pay	72,005	38,225	34,045	56,330	81,915	100,000	18,085	18%
6018 · Director Pay	13,100	10,600	15,300	16,900	17,800	18,000	200	1%
6019 · Overtime					-	-	-	
6019.1 · Overtime, Operational	1,151,307	1,229,078	1,432,144	1,477,672	1,432,944	1,673,698	240,754	14%
6019.2 · Overtime, Outside Aid	38,481	178,829	194,278	375,560	663,124	412,000	(251,124)	-61%
6019.3 · Overtime, JPA	133,569	114,224	228,411	129,313	127,453	103,397	(24,056)	-23%
Total 6019 · Overtime	1,323,357	1,522,131	1,854,833	1,982,546	2,223,521	2,189,095	(34,426)	-2%
6020 · P.E.R.S. Retirement	2,018,524	1,983,803	1,971,986	2,103,266	2,175,475	2,298,045	122,570	5%
6030 · Workers Compensation	444,662	418,985	522,033	609,709	726,478	798,529	72,051	9%
6031 · Life Insurance	5,198	5,039	4,948	5,358	5,724	6,224	501	8%
6032 · P.E.R.S. Health Benefits	934,557	979,530	1,029,405	1,159,392	1,339,435	1,481,872	142,437	10%
6033 · Disability Insurance	11,895	11,700	11,661	12,480	14,364	16,170	1,806	11%
6034 · Health Cost of Retirees	684,874	712,584	738,424	829,741	811,463	1,000,600	189,137	19%
6040 · Dental/Vision Expense	139,070	133,950	137,630	149,050	143,732	174,840	31,108	18%
6050 · Unemployment Insurance	15,709	15,021	13,761	16,960	16,188	14,490	(1,698)	-12%
6060 · Vacation & Sick Expense Reserve	104,539	133,775	(19,561)	81,912	173,924	100,000	(73,924)	-74%
6070 · Medicare	99,305	104,793	105,941	114,992	125,404	138,491	13,087	9%
Total 6000 · Wages & Benefits	11,739,057	11,853,714	12,034,861	13,110,802	14,085,964	15,314,948	1,228,984	8%
Wages & Benefits as a % of Operating Revenue	89%	89%	89%	85%	84%	90%		

El Dorado Hills Fire Department
Historical Trend Analysis
TOTAL ALL FUNDS



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
6100 · Clothing & Personal Supplies								
6001 · Uniform Allowance	-	-	-		30,000	80,600	50,600	63%
6002 · Other Clothing & Personal Supplies	73,825	56,651	57,914	90,602	46,028	54,845	8,817	16%
Total 6100 · Clothing & Personal Supplies	73,825	56,651	57,914	90,602	76,028	135,445	59,417	44%
6110 · Network/Communications						-		
6111 · Telecommunications	44,637	44,897	47,624	58,193	74,229	59,495	(14,734)	-25%
6112 · Dispatch Services	13,580	17,044	49,355	44,638	54,253	108,700	54,447	50%
6113 · Network/Connectivity	-	-	-	-	-	34,850	34,850	100%
Total 6110 · Communications	58,217	61,941	96,980	102,831	128,482	168,195	39,714	24%
6120 · Housekeeping	13,430	21,286	21,291	21,854	34,877	30,214	(4,663)	-15%
6130 · Insurance								
6131 · General Insurance	44,274	47,748	46,417	58,936	50,115	55,659	5,544	10%
Total 6130 · Insurance	44,274	47,748	46,417	58,936	50,115	55,659	5,544	10%
6140 · Maintenance of Equipment								
6141 · Tires	15,294	14,842	20,281	19,577	24,155	25,000	845	3%
6142 · Parts & Supplies	5,359	7,162	19,401	10,445	17,989	21,000	3,011	14%
6143 · Outside Work	85,145	102,267	51,766	117,144	62,397	116,053	53,656	46%
6144 · Equipment Maintenance	45,925	97,865	99,191	126,623	146,288	90,420	(55,868)	-62%
6145 · Radio Maintenance	2,305	3,353	3,671	4,477	9,709	20,430	10,721	52%
Total 6140 · Maintenance of Equipment	154,028	225,488	194,309	278,266	260,538	272,903	12,365	5%
6150 · Maintenance, Structures & Ground	54,170	36,298	46,431	75,319	107,811	112,566	4,755	4%
6160 · Medical Supplies								
6161 · Medical Supplies	393	883	51	760	10,254	5,500	(4,754)	-86%
Total 6160 · Medical Supplies	393	883	51	760	10,254	5,500	(4,754)	-86%
6170 · Dues and Subscriptions	5,257	6,157	6,735	7,447	9,103	11,295	2,192	19%

El Dorado Hills Fire Department
Historical Trend Analysis
TOTAL ALL FUNDS



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
6180 · Miscellaneous								
6181 · Miscellaneous	5,207	5,699	2,124	6,758	2,743	4,000	1,257	31%
6182 · Honor Guard	15,090	2,806	2,490	437	-	1,000	1,000	100%
6183 · Explorer Program	608	1,000	505	913	1,502	2,500	998	40%
6184 · Pipes and Drums	-	2,903	-	-	-	-	-	0%
Total 6180 · Miscellaneous	20,905	12,408	5,119	8,108	4,246	7,500	3,254	43%
6190 · Office Supplies	21,935	16,417	16,664	18,812	24,492	24,099	(393)	-2%
6200 · Professional Services								
6201 · Audit	9,500	9,750	9,500	12,750	10,000	10,500	500	5%
6202 · Legal/Human Resources	132,505	116,464	128,296	130,770	95,156	128,210	33,054	26%
6203 · Notices	2,053	497	1,931	3,131	3,025	3,000	(25)	-1%
6204 · Other Professional Services	172,262	172,676	169,912	286,076	374,999	143,149	(231,850)	-162%
6205 · Elections/Tax Administration	-	13,851	-	19,788	-	20,000	20,000	100%
6206 · Public Relations	-	-	-	-	-	4,900	4,900	100%
Total 6200 · Professional Services	316,321	313,238	309,639	452,515	483,180	309,759	(173,421)	-56%
6210 · Information Technology								
6211 · Software Licenses/Subscriptions	-	-	-	-	-	62,504	62,504	100%
6212 · IT Support/Implementation	-	-	-	-	-	107,374	107,374	100%
Total 6210 · Information Technology	-	-	-	-	-	169,878	169,878	100%
6220 · Rents and Leases - Bldgs/Imprv	-	552	105,336	106,657	22,206	80,784	58,578	73%
6230 · Small Tools and Supplies	49,134	43,624	44,000	34,234	56,702	49,850	(6,852)	-14%
6240 · Special Expenses								
6241 · Training	42,311	35,860	48,507	73,837	63,418	118,327	54,909	46%
6242 · Fire Prevention	14,472	17,149	7,890	10,828	18,388	18,310	(78)	0%
6243 · Licenses	78	285	33	87	-	-	-	0%
6244 · Directors' Training & Travel	-	-	-	-	-	-	-	0%
Total 6240 · Special Expenses	56,861	53,294	56,430	84,751	81,806	136,637	54,831	40%

El Dorado Hills Fire Department
Historical Trend Analysis
TOTAL ALL FUNDS



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
6250 · Transportation and Travel								
6251 · Fuel and Oil	61,634	52,201	67,633	58,362	47,899	70,000	22,101	32%
6252 · Travel	10,931	7,873	20,936	11,719	16,743	19,000	2,257	12%
6253 · Meals & Refreshments	13,016	12,467	20,641	20,464	19,119	21,000	1,881	9%
Total 6250 · Transportation and Travel	85,581	72,541	109,210	90,545	83,761	110,000	26,239	24%
6260 · Utilities								
6261 · Electricity	50,521	51,809	50,848	62,718	69,846	10,200	(59,646)	-585%
6262 · Natural Gas/Propane	15,887	14,652	12,704	10,963	18,995	17,000	(1,995)	-12%
6263 · Water/Sewer	11,394	12,951	11,910	10,526	13,566	14,000	434	3%
Total 6260 · Utilities	77,802	79,411	75,461	84,208	102,407	41,200	(61,207)	-149%
Total Operating Expenditures	\$ 12,771,190	\$ 12,901,652	\$ 13,226,848	\$ 14,626,645	\$ 15,621,971	\$ 17,036,432	\$ 1,414,461	8%
Operating Revenue - Operating Expenditures	\$ 429,671	\$ 380,493	\$ 312,135	\$ 770,188	\$ 1,131,587	\$ 10,609	\$ (1,120,978)	
6560 · Pension/OPEB UAL Lump Sum Pmt	1,094,218	659,573	-	-	1,200,000	-	(1,200,000)	-100%
6720 · Fixed Assets	144,617	1,254,113	691,417	4,194,193	2,013,698	992,625	(1,021,073)	-103%
Total Expenditures	\$ 14,010,025	\$ 14,815,338	\$ 13,918,265	\$ 18,820,838	\$ 18,835,669	\$ 18,029,057	\$ (806,612)	-4%
Total Revenue - Total Expenditures	\$ (113,442)	\$ (470,695)	\$ 921,723	\$ (1,682,207)	\$ (416,337)	\$ 452,984	\$ 869,321	



RESERVE FUND SUMMARY

El Dorado Hills Fire Department

Reserve Fund Summary

Fiscal Year 2016/17



	RESERVE FUND BALANCE AS OF				
	6/30/2013	6/30/2014	6/30/2015	FORECAST 6/30/2016	PRELIMINARY BUDGET 6/30/2017
General Reserve Fund	14,390,105	14,637,036	13,840,847	13,017,263	13,062,872
Capital Replacement Reserve Fund	5,296,672	4,829,631	4,245,134	3,796,640	2,841,515
Development Fee Reserve Fund	-	1,141,621	1,191,898	2,047,640	3,410,140
Retiree Medical Reserve Fund	92,012	92,223	26	-	-
Total Reserve Fund Balances	\$ 19,778,789	\$ 20,700,511	\$ 19,277,905	\$ 18,861,543	\$ 19,314,527



PRELIMINARY BUDGET RESOLUTION

EL DORADO HILLS COUNTY WATER DISTRICT

RESOLUTION 2016-04

Resolution Adopting the 2016-2017 Preliminary 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 2016-17 Preliminary 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 2016-17 is hereby adopted in accordance with the following:

Wages & Benefits:	\$15,314,948
Services and Supplies:	1,721,484
Fixed Assets:	
Structures and Improvements	50,000
Equipment	942,625
	<hr/>
Total Budget Requirements:	\$18,029,057

BE IT FURTHER RESOLVED that the obligations for fixed assets and any new permanent employee positions, are appropriated with the adoption of the 2016-2017 Preliminary Budget.

BE IT FURTHER RESOLVED that the means of financing the expenditures will be by monies derived from Property Taxes, Development Fees, Reserves and other Miscellaneous Revenues.

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

EL DORADO HILLS COUNTY WATER DISTRICT

RESOLUTION 2016-04

Resolution Adopting the 2016-2017 Preliminary Budget

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 June, 2016, by the following vote:

AYES:

ABSTAIN:

NOES:

ABSENT:

John Hidahl, President

ATTEST:

Jessica Braddock, Board Secretary



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

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

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

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

To end Section 20516 (Employees Sharing Cost of Additional Benefits) applicable to Section 21354.3 (3% at age 60 Full) for local miscellaneous members and Section 21362.2 (3% at age 50 Full) for local safety members; and

to provide Section 20516 (Employees Sharing Additional Cost) of 3.5% for classic local miscellaneous members and 6% for classic local safety members.

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

By: _____
Presiding Officer

Title

Date adopted and approved